

**Module 8 – Self**

Are children's interests identified through observations, surveys and conversations, and is this information used to provide materials and plan activities?

Is praise and recognition used to acknowledge children's efforts and accomplishments?

<b>Extremely Positive</b>				<b>Not at all Positive</b>
5	4	3	2	1

**Module 9 – Social**

Are children encouraged to help each other? Do recreation leaders assist children who have difficulty being accepted by their peers? Are there multi-age activities offered that encourage cooperation and allow older children to play the role of leader and mentor?

<b>Extremely Positive</b>				<b>Not at all Positive</b>
5	4	3	2	1

**Module 10 – Guidance**

Are there some games and activities that focus on cooperation rather than competition? Does staff work with parents to help a child with a problem (i.e. getting into physical or verbal fights) express his or her feelings in acceptable ways? Do they help parents develop strategies for handling difficult behaviors?

<b>Extremely Positive</b>				<b>Not at all Positive</b>
5	4	3	2	1

**Module 11 – Families**

Does staff make an effort to get to know all the parents in the program and invite them to participate in various activities? Are there creative ways to share information about the program (i.e. bulletin boards, newsletters, posted schedules, etc.)? Does staff share relevant information about children with their parents?

<b>Extremely Positive</b>				<b>Not at all Positive</b>
5	4	3	2	1

**Module 12 – Program Management**

Does staff give feedback related to program effectiveness and help to develop weekly schedules that incorporate "lessons learned?"

<b>Extremely Positive</b>				<b>Not at all Positive</b>
5	4	3	2	1

**General Comments:**

**CUSTOMER SERVICE COMMENTS:**

## MANAGEMENT CHECKLIST

### MDPR Management Checklist

SITE/DATE:

Yes	No	N/A	Item	Action Taken / Comments
			Park Manager provides staff with clear job descriptions, assignments and schedules for maximum effectiveness and efficiency.	
			Weekly staff schedules are posted. (Seven [7] days in advance)	
			Employee sign-in sheets and P.A.R. procedures are in place. Copies of past PARS are filed and readily available. (Time clocks should be considered if possible).	
			29 hour rule monitored. Log kept and up-to-date.	
			Outside employment log on file and up-to-date, if applicable.	
			Emergency contact information is accurate and up-to-date. Chain of Command Posted.	
			Park Manager documents annual staff training, i.e. Sexual Harassment and AIDS Training, Blood Borne Pathogens Training, Audit and Cash Handling, Conflict of Interest (Ethics), customer service, etc. and schedules any additional training necessary to the safe, effective and efficient operation of the park.	
			Appropriate uniforms are worn by all staff at all times.	
			Staff uniform log on file and up-to-date listing each employee. (staff's initials recorded each time they receive uniforms / safety equipment)	
			Park Manager's Staff meeting agenda & minutes kept on file	
			Vehicle assignment kept and up to date.	
			Staff Drivers license check log on file and up-to-date.	
			List of staff members current in C.P.R., First Aid, etc. filed and up-to-date	
			Park building with alarms have log on file with names of who has the alarm code.	
			Park keys are kept in a secure location (use of Key Lock Box strongly suggested) and has log on file and readily available of who has keys to the building / gates and other locked areas of the park.	
			Monthly Managers Report file. (Copies of all Management Checklist items required to be turned in to the Region Office on a monthly basis).	
			Park Manager prohibits staff from cursing and the use of all inappropriate language.	
			Facility is clean from top to bottom (record keeping / filing). No inappropriate material found.	
			Park Manager makes all the right management decisions and gestures to remove any perceptions that might exist of a hostile or incompetent workplace, and addresses all rumors immediately and discourages inappropriate gossip.	

## MANAGEMENT CHECKLIST

	Yes	No	N/A	Item	Action Taken / Comments
20				Park Manager know the contents of the Park's file cabinets and storage.	
21				Miscellaneous copier paper supplies and boxes are stored properly.	
22				Cash handling procedures, toll operations, picnic shelter, Film Trust and money room procedures consistent with Operations Manual. All customary cash records and accounting methods employed.	
23				Park Safe is properly secured and in good operating condition.	
24				Park Safe custodian records up-to-date and copy kept in park office	
25				Safe log used and current for all openings and closings.	
26				Safe access is limited per Operations Manual. (Log of staff names on file and readily available)	
27				A Log is kept of overages/shortage/voids to determine if excessive.	
28				Park Managers and or account clerks sign off on all over-rings, overages, shortages and voids.	
29				Official receipts inventoried and secured in a safe place.	
30				Capital Inventory on file and up-to-date. (Includes copies of transferred and deleted items)	
31				Work Order log kept and up-to-date. Pending and completed Work Orders file kept.	
32				If applicable, gas card inventory on file at park office. (Gas purchase log kept)	
33				Non capital equipment inventory log on file and up-to-date.	
34				Inventory of radios assigned to the facility on file. (Check out system in place)	
35				Permits / Programming Partnerships files current and up to date. (Current insurance on file at park)	
36				Park Manager has an up-to-date Operations manual. Record on file of everyone that has an Operations Manual at park.	
37				Hurricane manual up to date and readily available.	
38				Playground Inspection Log	
39				Inclusion Log	

## MANAGEMENT CHECKLIST

	Yes	No	N/A	Item	Action Taken / Comments
40				Complaint Log	
41				Maintenance Checklist	
42				Restroom Checklist	
43				Aquatic Manual	
44				Personnel Manual	
45				Volunteer Log / Performance Measures	
46				Safety Logs, Injury Logs, UIR Reports, Accident Reports	
47				Vehicle Inspection Maintenance Log/ First Aid Kit	
48				Evacuation Routes Posted	
49				Recreation Program First Aid Kit	
50				Refrigerator Clean & Organized	
51				Daily Program Schedule Posted	
52				Staff Uniforms/I.D. Badges	
53				Exemption Letter Posted	
54				Participant Sign Out Log	
55				First Aid/Injury Log	
56				Supply/Storage Area Neat & Organized	
57				Staff Office Neat & Organized	
58				Parent Nights Schedule	
59				Staff Meeting Schedule	
60					



SENT VIA E-MAIL

November 22, 2010

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Director  
Miami Dade County  
Park and Recreation Department (GP)  
275 N.W. Second Street  
5th Floor  
Miami, Florida 33128

Re: Contract No. 910-124

Dear Mr. Kardys:

Thank you for the services you provide to children and families of Miami-Dade County. The funds distributed by The Children's Trust have made a significant, positive impact in this community because of the valuable programs offered by you and others.

The Children's Trust staff recently completed the annual year-end review of our service programs. The enclosed copy of your program's Overall Contract Performance Summary and Details Report is based on service activities reported to The Trust for the contract term.

The Overall Contract Performance Score is determined using a calculation of weighted scores in three areas: Procedural Compliance (25%), Fiscal Results (25%) and Quantity & Quality (50%).

The scores for each performance area are determined using three tools:

- Programmatic On-Site Monitoring Tool completed by Programs staff via monitoring site visits during the contract term. Sections of this review are applied to scores for Procedural Compliance and Quantity & Quality.
- Results and Accountability Review Tool completed by Research and Evaluation staff. Items within this review are applied to scores for Procedural Compliance and Quantity & Quality.
- Fiscal Review Tool completed by Finance staff.

The attached report includes:

- The *Overall Contractual Performance Summary*, which provides an overview of your agency's score in each of the three Performance Areas (Table 1), as well as a breakdown of each of the section scores, from the tools listed above, which were averaged to obtain the score in each area (Table 2).
- The *Overall Contractual Performance - Details* report, which provides the items, scores, comments, and, if applicable, action required for each. Items are displayed by Performance Area and Section of each Tool (corresponding to Table 2 on the Overall Contractual Performance Summary).

- Some items are marked by a 'Flag' in the Details Report. Flags include Red Flag and Cautionary items. One or more Red Flags will result in a maximum deduction from the overall score of 20 points. Similarly, one or more Cautionary items results in a maximum deduction from the overall score of 10 points. The total deduction for Red Flag and/or Cautionary items will not exceed 20 points. If a contract had Red Flag or Cautionary items to be corrected the agency would have received a separate notification. If corrected in a timely manner, the agency would have received half of the point deduction back.
- Some items are marked as "Test." Those items are not calculated into the Contract Performance Score this year; however, they may become items in future performance tools

The year-end performance review depicts a full picture of your overall performance during the past contract term. This data will be used for technical assistance, retained for historical purposes, and may be considered for future funding decisions. Your contract manager will be readily available to talk with you about the report. It is very important that you take time to review this report and clarify any questions or concerns with your Contract Manager at 305-571-5700. Please do so no later than December 6, 2010.

Thank you again for your commitment to serving the children and families of Miami-Dade County.

Sincerely,



Kathleen Gent, MS.  
Contract Administrator

Attachments:

Overall Contract Performance Summary  
Overall Contract Performance Details Report

## OVERALL CONTRACTUAL PERFORMANCE SUMMARY



**Provider:** Miami Dade County Park and Recreation Department

**Initiative :** Out of School

**Contract :** 910-124

**Contract Amount :** \$ 974,891.00

**Contract Dates :** 08/01/2009 to 07/31/2010

**Contract Manager :** Garnet Esters

**Review :** End of Year

**Contract Performance Review Background:** Each contract's Overall Contract Performance Score is determined using a calculation of scores in three performance areas:

1) Procedural Compliance, 2) Quantity and Quality, and 3) Fiscal Results. The scores from each performance area are determined using three tools :

- \* Programmatic On-Site Monitoring conducted by Programs staff via monitoring in the field. Monitoring of this contract was performed from 12/17/2009 to 12/17/2009. Sections of this review are applied to scores for Procedural Compliance and Quantity and Quality (see Table 2).
- \* Results and Accountability review conducted by Research and Evaluation staff via a desk review. This review includes data and contract information from 08/24/2009 to 08/20/2010. Sections of this review are applied to scores for Procedural Compliance and Quantity and Quality (see Table 2).
- \* Fiscal review conducted by Finance staff via a desk review. This review includes data and contract information from 08/01/2009 to 07/31/2010.

Table 1 : Contract Performance Score Summary

PERFORMANCE AREA	WEIGHT	SCORE	OVERALL SCORE	FINAL OVERALL SCORE
Procedural Compliance	25%	100.00	97.12	97.12
Quantity & Quality	50%	96.25		
Fiscal Results	25%	96.00		
* Red Flag/Cautionary Items Deduction			- 0.00	

\* Red Flag and Cautionary items result in a deduction from the overall score of -20 points for Red Flags and -10 points for Cautionary items. A provider will receive half of the lost points back if the item is resolved within a timely manner. The Red Flag/Cautionary deduction in this section may reflect one or both items, full deduction, or partial deduction due to point return. Refer to the overall performance details report for specific items. Separate notification would have been received if this contract had Red Flag or Cautionary items to correct.

Table 2 : Breakdown of Performance Area Scores

Each performance area score was obtained by averaging the section scores within each performance area. The table below provides a breakdown of the section scores and the performance area scores that were used to calculate this contract's Overall Contract Performance Score.

<b>Procedural Compliance</b>		100.00	<b>Quantity &amp; Quality</b>		96.25	<b>Fiscal</b>		96.00
<b>Administrative</b>	100.00	<b>Personnel Files</b>	100.00	<b>Delivery of Contracted Services</b>	100.00	<b>Fiscal Score</b>	96.00	
<b>Results &amp; Accountability</b>	100.00	<b>Participant Files</b>	100.00	<b>Results &amp; Accountability</b>	92.50			
<b>Procedural Compliance Score</b>		<b>Data Collection</b>	100.00	<b>Quantity &amp; Quality Score</b>				

## OVERALL CONTRACTUAL PERFORMANCE - DETAIL



**Provider:** Miami Dade County Park and Recreation Department

**Initiative :** Out of School

**Contract :** 910-124  
**Contract Amount :** \$ 974,891.00  
**Contract Dates :** 08/01/2009 to 07/31/2010

**Contract :** Garnet Esters  
**Review :** End of Year

**Dates and Sites of On-site**

18 12/17/2009 Naranja Park

\* Items that appear blank were not found applicable to this contract.

**Performance Area :** *Procedural Compliance*

**Section :** Administrative Documentation

**Tool :** On-Site Monitoring Tool

**Summary**

Miami Dade County Policies and Procedures are adopted in administrative areas as appropriate. These policies are comprehensive and address any situation that would arise. In addition, park employees receive numerous trainings that include but are not limited to: child safety, behavior management, first aid/CPR

Administrative Documentation										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
A1	Marketing materials identify The Children's Trust as a funder including the website		2	2.00	18)					
A2	The Children's Trust is recognized at the site as a funding source		2	2.00	18)					
A3	Fire Inspection Report or Certificate is current	TEST	2	2.00	18)					
A4	Health Inspection is current (only if preparing or refrigerating food)									
A5	All agency vehicles use to transport participants have current registrations & valid inspections	RED	2	2.00	18). Vehicles are part of a fleet and registrations are centrally located at General Services Administration (GSA) - copies of registrations for vans used to transport children were provided.					
A6	There are no apparent health hazards in the indoor/outdoor spaces	RED	2	2.00	18)					
A7	Equipment/facilities are appropriate for the ages and abilities of participants		2	2.00	18). Nice park facility with basketball courts, playground area, baseball/soccer field, tennis court and swimming facility					
A8	Written policy for accident/injury reports which states that a copy of the report to funder as listed in the contract		2	2.00	18)					

Administrative Documentation										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
A9	Accident/incident reports on file (completed form or blank if no incidents to date)	CAUTION	2	2.00	18)					
A10	Written emergency safety procedures for the agency providing the services.	CAUTION	2	2.00	18)					
A11	Written procedures/policies to safeguard client confidentiality		2	2.00	18)					
A12	Agency takes steps to safeguard confidentiality	CAUTION	2	2.00	18). Locked cabinet in park manager's office					
A13	Written policies on non-discrimination, equal opportunity, affirmative action		2	2.00	18)					
A14	Written policies Americans with Disabilities Act		2	2.00	18)					
A15	Written procedures/policies Drug free workplace.		2	2.00	18)					
A16	Switchboard information is accurate and reflective of current scope		2	2.00	18)					
A17	Sub-contractual agreements executed and on file									
A18	Written evidence that program monitors subcontractors for services, if applicable									
A19	Sub-contracts executed within 90 days of lead agency contract execution									
A20	Sub-contracts monitored within 45 days of the beginning of services									

Out-of-School										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
OOSA1	Staff and consultants wear identification		2	2.00	18). ID badges and t-shirts/polos					
OOSA2	Current First Aid, CPR documented for at least one staff in attendance	CAUTION	2	2.00	18)					
OOSA3	Participant care license or exemption & other certifications are current		2	2.00	18). Expires 4/2010					
OOSA4	Evacuation routes/maps in each room		2	2.00	18)					
OOSA5	First aid kit well stocked and easily accessible		2	2.00	18)					
OOSA6	Written policies for staff and		2	2.00	18)					

Contract : 910-124 OOS 910-124 MDC P \$ R

Out-of-School										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
	consultants regarding wearing identification									
OOSA7	Written policy for behavior management	CAUTION	2	2.00	18)					
OOSA8	Written procedures/policies regarding late pick-up		2	2.00	18)					

**Performance Area : Procedural Compliance**

Section : Personnel Files

Tool : On-Site Monitoring Tool

**Summary**

Provider is in full compliance with the personnel file requirements.

Personnel Files										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
PF1	Evidence that staff received the Client Confidentiality policy (may be part of agency Handbook)		1	1.00	18)					
PF2	Current Attestation of Good Moral Character (within current calendar year)		1	1.00	18)					
PF3	Level 2 Background Screening: Affidavit or Clearance letter	RED	1	1.00	18)					
PF4	Proof of Education according to Staffing Plan		1	1.00	18)					
PF5	Individuals who transport participants have appropriate licenses	CAUTION	1	1.00	18)					
PF6	Certification matches the Staffing Plan (NA if not in contract)									
PF7	Other									
PF6-A	Valid Certification of medical personnel and mental health practitioners									

**Performance Area : Procedural Compliance**

Section : Participant Files

Tool : On-Site Monitoring Tool

**Summary**

Participant files are well organized and information was readily accessible.

Participant Files										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
PFV1	Registration form signed by legal authority and includes release of info to The Trust		1	1.00	18)					

Contract : 910-124 OOS 910-124 MDC P \$ R

Participant Files										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
PFV2	For children, SSN and/or MDCPS ID #		1	1.00	18)					
PFV3	Date of Birth		1	1.00	18)					
PFV4	All other demographic data as per contract attachment C		1	1.00	18)					
PFV5	If child is identified as having a disability, verification is contained within file		1	1.00	18)					
PFV6	For children, documentation for special needs or health conditions		1	1.00	18)					
PFV7	Confidentiality of client information (or HIPPA, as applicable)		1	1.00	18)					
PFV8	Voluntary Consent for Video & Photography		1	1.00	18)					
PFV9	For programs serving children, for children, emergency contact name and telephone number	TEST	1	1.00	18)					
PFV10	For programs serving children, Emergency medical authorization	TEST	1	1.00	18)					
PFV11	Transportation authorization forms	TEST	1	1.00	18)					

**Performance Area : Procedural Compliance**

Section : Data Collection

Tool : On-Site Monitoring Tool

**Summary**

Provider has administered all required assessments and data is entered timely and accurately. Reviewed attendance for September 2009 - data entry function is decentralized.

Data Collection										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
D1	Data submitted in Outcome reports coincides with actual participants tested		2	2.00	18). Assessments are maintained in each participants file					
D2	The measurement tools is as specified in the Scope		2	2.00	18)					
D3	The measurement is being administered in the prescribed time frame		2	2.00	18)					
D6	Does the attendance match for all sources of information?		2	2.00	18)					

Contract : 910-124 OOS 910-124 MDC P \$ R

Performance Area : **Procedural Compliance**

Section : Research-OOS

Tool : Results & Accountability Tool

Research-OOS										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
RAO 5	Timely submission of Outcome Data: Provider submitted Outcome Measures and Results Reports on time.									
RAO 11	Timely Submission of Narrative Reports: Provider submitted all expected Narrative Reports on time.		2	2.00	Expected Narrative Reports for Contract 09-10= 5 ; On time reports= 5 ; Late reports= 0 ; Missing reports= 0 ; Score= 2					

Contract : 910-124 OOS 910-124 MDC P \$ R

**Performance Area : Quantity & Quality**

**Section :** Delivery of Contracted Services

**Tool :** On-Site Monitoring Tool

**Summary**

Children participate in activities in accordance with scope of services. Provider has a small group of middle school students that participate in additional activities that are engaging and age appropriate as well.

Delivery of Contracted Services										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
D_A	Observed activity and description			1.00	18). After school program					
P_C	Proposed # of children/youth			80.00	18)					
A_C	Actual # of children/youth			75.00	18)					
P_P	Proposed # of parent/caregiver									
A_P	Actual # of parent/caregiver									
P_O	Proposed # of Other									
A_O	Actual # of Other									
DCS1	Staffing is appropriate to activity and in accordance to the Scope	RED	2	2.00	18). 5 direct staff - . 1:13-15 ratio in accordance with contractual requirement					
DCS2	Activity is appropriate to age/grade/developmental level of the participants		2	2.00	18)					
DCS3	Activities are as described in Scope of Services									
DCS4	Participants served are in accordance with the target population		2	2.00	18)					
DCS5	Participants appear to be engaged in the activity observed		2	2.00	18)					
DCS6	Staff are responsive to participants' culture, language, and/or special needs		2	2.00	18)					
DCS7	Staff model appropriate interactions with participants and others, e.g., parents/caregivers, community members, staff		2	2.00	18)					
DCS8	Activities and materials reflect language and culture of the participants served		2	2.00	18)					
DCS9	There are sufficient materials and supplies that are in good condition for use by all participants		2	2.00	18)					
DCS10	Materials are accessible to the participants.		2	2.00	18)					

Contract : 910-124 OOS 910-124 MDC P \$ R

Out-of-School										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
OOSDC S1	The program offers healthy snacks/meals		2	2.00	18)					
OOSDC S2	The snacks/meals match the posted menus		2	2.00	18)					
OOSDC S3	Schedule of activities for each class is posted and coincides with the scope		2	2.00	18)					
OOSDC S4	Staff documents when children arrive and leave	RED	2	2.00	18)					
OOSDC S5	Activities are as described in Scope of Services		2	2.00	18). Observed homework assistance, snack, volleyball, literacy, arts/crafts					

Contract : 910-124 OOS 910-124 MDC P \$ R

Performance Area : **Quantity & Quality**

Section : Research-OOS

Tool : Results & Accountability Tool

Research-OOS										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
RAO 1	"Recruitment: Number of children served per day complies with the number contracted to be served. "		5	5.00	End of School Year: The agency contracted to serve 305 children daily. On average, 285.52 children or 93.6% of the contracted seats/slots were filled on a daily basis. End of School Year Score: 3.5 Summer Camp: The agency contracted to serve 705 children daily. On average, 616.37 or 87.4% of the contracted seats/slots were filled on a daily basis. Summer Score: 1.5					
RAO 2	"Population - Children with Disabilities: Number of children with disabilities served is in compliance with the number contracted/proposed to be served."									
RAO 3	"Retention: The after school retention rate is in line with the minimum number of children expected to receive the appropriate dosage for the program. "		10	10.00	89.1% retention					
RAO 4	"Output Utilization: Agency met/exceeded Output Utilization minimum standard of 85%. "		5	5.00	End of School Year: The agency achieved 93.6 % utilization for the after school output. End of School Year Score: 3.5 Summer: The agency achieved 87.43 % utilization for the summer camp output. Summer Score: 1.5					
RAO 6	"ORF Test Administration Compliance: Provider is in compliance with ORF test administration time frames."		3	2.30	School Year (First test): Of the 385 children in the program meeting enrollment criteria, 340 or 88.3% were tested on time. End of School Year Score: 0.35  School Year (May-June test): Of the 325 children meeting the enrollment criteria, 325 or 100.0% were tested on time. End of School Year Score: 1.05  Summer (First Test): Of 857 children meeting enrollment criteria, 842 or 98.2% were tested on time. Summer Score: 0.45					

Research-OOS										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
					Summer (Last Test): Of the 781 meeting enrollment criteria, 777 or 99.5% were tested on time. Summer Score: 0.45					
RAO 7	"PACER Test Administration Compliance: Provider is in compliance with PACER test administration time frames."		3	2.30	School Year (First test): Of the 385 children meeting enrollment criteria, 328 or 85.2% were pre-tested on time. End of School Year Score: 0.35  School Year (May-June test): Of the 325 children meeting enrollment criteria, 325 or 100.0% were tested appropriately. End of School Year Score: 1.05  Summer (First test): Of the 851 children meeting enrollment criteria, 833 or 97.9% were tested on time. Summer Score: 0.45  Summer (Last test): Of 793 children, 790 were tested appropriately. Summer Score: 0.45					
RAO 8	"ORF Matched Sets Compliance: Provider tested an appropriate number of participants. "		2	1.90	End of School Year: Of the 353 children enrolled for 90 or more days, 348 or 98.6% had matched sets for ORF. End of School Year Score: 1.4  Summer: Of 761 children with at least 30 days of program enrollment, 688 or 90.4% had matched sets for ORF. Summer Score: 0.5					
RAO 9	"PACER Matched Sets Compliance: Provider tested an appropriate number of participants. "		2	1.70	End of School Year: Of the 353 children enrolled for 90 or more days, 347 or 98.3% had matched sets for PACER. End of School Year Score: 1.4  Summer Score: Of the 761 children meeting enrollment criteria, 646 or 84.9% had matched sets. Summer Score: 0.30					
RAO 10	"Outcomes Achievement: Provider met/exceeded contracted outcomes."		10	10.00	School Year ORF: 346 of 354 or 97.7% improved on ORF; PACER: 332 of 354 or 93.8% improved on PACER  Summer ORF: Of 697 children, 645 or 92.5% improved, and 25 or 3.6% maintained; PACER: Of 676 children, 635 or 93.9% improved, and 25 or 3.7% maintained					
RAO 12	Use of Evidence-Based Program and alignment of									

Contract : 910-124 OOS 910-124 MDC P \$ R

Research-OOS										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely

scope to EBP model (test item).

RAO 13 Data entry errors were identified during the time period under review.

Contract : 910-124 OOS 910-124 MDC P \$ R

Performance Area : **Fiscal Results**

Section : Fiscal

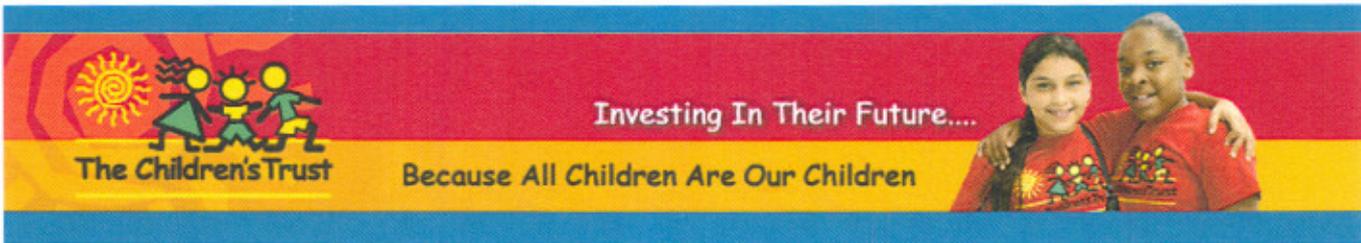
Tool : Fiscal Results Tool

Fiscal										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
FC1	Timely Submission of Invoices: All relevant invoices have been submitted in accordance with the contracted due date.		1	1.00						
FC2	Outstanding Balance: Provider does not owe money to The Children's Trust at the time of the evaluation period end date.		1	1.00						
FC3	Insurance: All required insurance certificates have been accepted by The Children's Trust at the time of the evaluation period end date.		1	1.00						
FC4	Fiscal Administrative Monitoring/Review- Provider Response/Compliance: Provider submitted applicable report(s) and/or response(s) timely and addressed all improvement requirement issues, if applicable, by the evaluation period end date.		2	2.00						
FC5	Audits Submission: The required financial audit has been accepted and is on file with The Children's Trust as of the evaluation period end date.	RED	3	2.00	Audit is current, however it was submitted after the contractual due date.					
FQ1	Accuracy of invoices: Invoices submitted during the performance evaluation period are without errors and are complete e.g. relevant attachments are included and invoices are filled out correctly in their entirety.		3	3.00						
FQ2	Fiscal Administrative Monitoring/Review - Internal Control: Based on the fiscal monitoring, program specific audit, and/or internal review of supporting documentation, there are no deficiencies noted.		2	2.00						

Contract : 910-124

OOS 910-124 MDC P \$ R

Fiscal										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
FQ3	Fiscal Administrative Monitoring/Review - Overbilling: Fiscal monitoring, including the program specific audit, if applicable, did not result in overbilling or disallowance findings.		2	2.00						
FQ4	Fiscal Administrative Monitoring/Review - Questioned Cost: Fiscal monitoring, including the program specific audit, if applicable, did not result in questioned costs (e.g. supporting documentation findings).		2	2.00						
FQ5	Fiscal Administrative Monitoring/Review: Provider Response - Report Acceptance: Provider's response, including the provision of required reports, has been fully accepted by The Children's Trust as of the evaluation period end date.		1	1.00						
FQ6	Audits - Evaluation: Concerns are not noted in the review of the required financial audit and related reports.		1	1.00						
FQ7	Fiscal viability: Fiscal solvency is sound for fiscal strength (e.g. Current Ratio; Net Assets as a Percentage of Annual Expenses; Current Liabilities as a percentage of total annual expenses.		6	6.00						



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## PROGRAMMATIC UTILIZATION REPORT

Out of School Program

**Agency Name:** MIAMI-DADE COUNTY PARK AND RECREATION DEPARTMENT  
**Agency ID:** 68646  
**Contract Number:** 910-124  
**Attendance Period:** 08/23/09 - 07/31/10  
**Report Executed On:** 2011-01-28 10:15:14

Output ID	Output Description	Type	# of Children / Proposed	Average # of Children attending per day	Average day of attendance	Engagement	Total Offered Sessions / Proposed Sessions	OUTPUT UTILIZATION
6018	After School Day	1	402 / 305 131.80%	285.52	127.85	79.37%	180 / 180 100.00%	51394 / 54900 93.61%
6193	Summer Camp	1	881 / 705 124.96%	656.65	25.34		34 / 49 69.39%	22326 / 34545 64.63%
6102	School Year Full Day	1	356 / 175 203.43%	179.96	11.63		23 / 23 100.00%	4139 / 4025 102.83%
<b>OVERALL UTILIZATION:</b>								83.30%

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April 1, 2010

Jack A. Kardys  
Director  
Miami Dade County Park and Recreation Department (GP)  
275 N.W. Second Street  
5th Floor  
Miami, Florida 33128

Re: Contract No. 910-124

Dear Mr. Kardys:

Thank you for the services you provide to children and families. The funds distributed by The Children's Trust have made a significant, positive impact in this community because of the valuable programs offered by you and others.

Trust staff recently completed the annual review of our service programs. I have enclosed a copy of your program's Overall Contract Performance Summary, which is based on service activities reported to The Trust through January 31, 2010.

The overall contract performance is determined using a calculation of scores in three performance areas which each have an assigned weight in the scoring calculation: Procedural Compliance (25%), Fiscal Results (25%) and Quantity & Quality (50%).

The scores for each performance area are determined using three tools:

- Programmatic On-Site Monitoring Tool completed by Programs staff via monitoring site visits. Sections of this review are applied to scores for Procedural Compliance and Quantity & Quality.
- Results and Accountability Review Tool completed by Research and Evaluation staff. Items within this review are applied to scores for Procedural Compliance and Quantity & Quality.
- Fiscal Review Tool completed by Finance staff.

The attached Contract Performance Summary includes a comprehensive amount of background information.

- A Summary report provides an overview of your agency's score in each of the three Performance Areas (Table 1), as well as a breakdown of each of the section scores, from the tools listed above, which were averaged to obtain the score in each area (Table 2).
- An Overall Contract Performance Details Report accompanies the summary report. It provides the items, scores, comments; and, if applicable, action required for each item. Items are displayed by Performance Area, and Section of each Tool (corresponding to Table 2 on the Contract Performance Summary).

- Some items are marked by a 'Flag' in the Details Report. Flags include Test items, Red Flag and Cautionary items. Test items are not calculated into the Contract Performance Score this year. A contract that has any number of Red Flags in the contract will result in a maximum deduction of 20 points. Similarly, any number of Cautionary items results in a maximum deduction from the overall score of 10 points. The total deduction for Red Flag and/or Cautionary items will not exceed -20 points. You would have received separate notification if this contract had Red Flag or Cautionary items to correct. If corrected in a timely manner, then a provider would have received half of the lost points back.

The Performance Review will be used to determine those contracts that qualify for renewal and their recommended funding levels. Your contract manager will be readily available to talk with you about the report. It is very important that you take time to review this report and clarify any questions or concerns with your Contract Manager at 305-571-5700 before 5 p.m., April 10th.

Thank you again for your commitment to serving the children and families of Miami-Dade County.

Sincerely,



Kathleen Gent, MS.  
Contract Administrator

Attachments: Overall Contract Performance Summary and Overall Contract Performance Details Report

## OVERALL CONTRACTUAL PERFORMANCE SUMMARY

**Provider:** Miami Dade County Park and Recreation Department

**Initiative :** Out of School

**Contract :** 910-124

**Contract Amount :** \$ 974,891.00

**Contract Dates :** 08/01/2009 to 07/31/2010

**Contract Manager :** Garnet Esters

**Review :** Mid Year

**Contract Performance Review Background:** Each contract's Overall Contract Performance Score is determined using a calculation of scores in three performance areas:

1) Procedural Compliance, 2) Quantity and Quality, and 3) Fiscal Results. The scores from each performance area are determined using three tools :

- \* Programmatic On-Site Monitoring conducted by Programs staff via monitoring in the field. Monitoring of this contract was performed from 12/17/2009 to 12/17/2009. Sections of this review are applied to scores for Procedural Compliance and Quantity and Quality (see Table 2).
- \* Results and Accountability review conducted by Research and Evaluation staff via a desk review. This review includes data and contract information from 08/24/2009 to 01/31/2010. Sections of this review are applied to scores for Procedural Compliance and Quantity and Quality (see Table 2).
- \* Fiscal review conducted by Finance staff via a desk review. This review includes data and contract information from 08/01/2009 to 01/31/2010.

Table 1 : Contract Performance Score Summary

PERFORMANCE AREA	WEIGHT	SCORE	OVERALL SCORE	FINAL OVERALL SCORE
Procedural Compliance	25%	100.00	97.00	97.00
Quantity & Quality	50%	96.00		
Fiscal Results	25%	96.00		
* Red Flag/Cautionary Items Deduction			- 0.00	

\* Red Flag and Cautionary items result in a deduction from the overall score of -20 points for Red Flags and -10 points for Cautionary items. A provider will receive half of the lost points back if the item is resolved within a timely manner. The Red Flag/Cautionary deduction in this section may reflect one or both items, full deduction, or partial deduction due to point return. Refer to the overall performance details report for specific items. Separate notification would have been received if this contract had Red Flag or Cautionary items to correct.

Table 2 : Breakdown of Performance Area Scores

Each performance area score was obtained by averaging the section scores within each performance area. The table below provides a breakdown of the section scores and the performance area scores that were used to calculate this contract's Overall Contract Performance Score.

<b>Procedural Compliance</b>		100.00	<b>Quantity &amp; Quality</b>		96.00	<b>Fiscal</b>		96.00
<b>Administrative</b>	100.00	<b>Personnel Files</b>	100.00	<b>Delivery of Contracted Services</b>	100.00	<b>Fiscal Score</b>		96.00
<b>Results &amp; Accountability</b>	100.00	<b>Participant Files</b>	100.00	<b>Results &amp; Accountability Quantity &amp; Quality Score</b>	92.00			
<b>Procedural Compliance Score</b>		<b>Data Collection</b>	100.00					

## OVERALL CONTRACTUAL PERFORMANCE - DETAIL



**Provider:** Miami Dade County Park and Recreation Department

**Initiative :** Out of School

**Contract :** 910-124  
**Contract Amount :** \$ 974,891.00  
**Contract Dates :** 08/01/2009 to 07/31/2010

**Contract :** Garnet Esters  
**Review :** Mid Year

**Dates and Sites of On-site**

18 12/17/2009 Naranja Park

\* Items that appear blank were not found applicable to this contract.

**Performance Area :** *Procedural Compliance*

**Section :** Administrative Documentation

**Tool :** On-Site Monitoring Tool

**Summary**

Miami Dade County Policies and Procedures are adopted in administrative areas as appropriate. These policies are comprehensive and address any situation that would arise. In addition, park employees receive numerous trainings that include but are not limited to: child safety, behavior management, first aid/CPR

Administrative Documentation										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
A1	Marketing materials identify TCT as a funder including the website		2	2.00	18)					
A2	TCT is recognized at the site as a funding source		2	2.00	18)					
A3	Fire Inspection Report or Certificate is current	TEST	2	2.00	18)					
A4	Health Inspection is current (only if preparing or refrigerating food)									
A5	All agency vehicles use to transport participants have current registrations & valid inspections	RED	2	2.00	18). Vehicles are part of a fleet and registrations are centrally located at General Services Administration (GSA) - copies of registrations for vans used to transport children were provided.					
A6	There are no apparent health hazards in the indoor/outdoor spaces	RED	2	2.00	18)					
A7	Equipment/facilities are appropriate for the ages and abilities of participants		2	2.00	18). Nice park facility with basketball courts, playground area, baseball/soccer field, tennis court and swimming facility					
A8	Written policy for accident/injury reports which states that a copy of the report to funder as listed in the contract		2	2.00	18)					
A9	Accident/incident reports on	CAUTION	2	2.00	18)					

Contract : 910-124 OOS 910-124 MDC P \$ R

Administrative Documentation										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
	file (completed form or blank if no incidents to date)									
A10	Written emergency safety procedures for the agency providing the services.	CAUTION	2	2.00	18)					
A11	Written procedures/policies to safeguard client confidentiality		2	2.00	18)					
A12	Agency takes steps to safeguard confidentiality	CAUTION	2	2.00	18). Locked cabinet in park manager's office					
A13	Written policies on non-discrimination, equal opportunity, affirmative action		2	2.00	18)					
A14	Written policies Americans with Disabilities Act		2	2.00	18)					
A15	Written procedures/policies Drug free workplace.		2	2.00	18)					
A16	Switchboard information is accurate and reflective of current scope		2	2.00	18)					
A17	Sub-contractual agreements executed and on file									
A18	Written evidence that program monitors subcontractors for services, if applicable									
A19	Sub-contracts executed within 90 days of lead agency contract execution									
A20	Sub-contracts monitored within 45 days of the beginning of services									

Out-of-School										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
OOSA1	Staff and consultants wear identification		2	2.00	18). ID badges and t-shirts/polos					
OOSA2	First Aid, CPR documented for at least one staff in attendance	CAUTION	2	2.00	18)					
OOSA3	Participant care license or exemption & other certifications are current		2	2.00	18). Expires 4/2010					
OOSA4	Evacuation routes/maps in each room		2	2.00	18)					
OOSA5	First aid kit well stocked and easily accessible		2	2.00	18)					
OOSA7	Written policies for staff and consultants regarding	CAUTION	2	2.00	18)					

Contract : 910-124 OOS 910-124 MDC P \$ R

Out-of-School										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
	wearing identification									
OOSA8	Written policy for behavior management		2	2.00	18)					
OOSA9	Written procedures/policies regarding late pick-up		2	2.00	18)					

**Performance Area : Procedural Compliance**

Section : Personnel Files

Tool : On-Site Monitoring Tool

**Summary**

Provider is in full compliance with the personnel file requirements.

Personnel Files										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
PF1	Evidence that staff received the Client Confidentiality policy (may be part of agency Handbook)		1	1.00	18)					
PF2	Current Attestation of Good Moral Character (within current calendar year)		1	1.00	18)					
PF3	Level 2 Background Screening: Affidavit or Clearance letter	RED	1	1.00	18)					
PF4	Proof of Education according to Staffing Plan		1	1.00	18)					
PF5	Individuals who transport participants have appropriate licenses	CAUTION	1	1.00	18)					
PF6	Certification matches the Staffing Plan (NA if not in contract)									
PF7	Other									
PF6-A	Valid Certification of medical personnel and mental health practitioners									

**Performance Area : Procedural Compliance**

Section : Participant Files

Tool : On-Site Monitoring Tool

**Summary**

Participant files are well organized and information was readily accessible.

Participant Files										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
PFV1	Registration form signed by legal authority and includes release of info to TCT		1	1.00	18)					
PFV2	For children, SSN and/or		1	1.00	18)					

Contract : 910-124

OOS 910-124 MDC P \$ R

Participant Files										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
	MDCPS ID #									
PFV3	Date of Birth		1	1.00	18)					
PFV4	All other demographic data as per contract attachment C		1	1.00	18)					
PFV5	If child is identified as having a disability, verification is contained within file		1	1.00	18)					
PFV6	For children, documentation for special needs or health conditions		1	1.00	18)					
PFV7	Confidentiality of client information (or HIPPA, as applicable)		1	1.00	18)					
PFV8	Voluntary Consent for Video & Photography		1	1.00	18)					
PFV9	For children, emergency contact name and telephone number	TEST	1	1.00	18)					
PFV10	For programs serving children, Emergency medical authorization	TEST	1	1.00	18)					
PFV11	Transportation authorization forms	TEST	1	1.00	18)					

**Performance Area : Procedural Compliance**

Section : Data Collection

Tool : On-Site Monitoring Tool

**Summary**

Provider has administered all required assessments and data is entered timely and accurately. Reviewed attendance for September 2009 - data entry function is decentralized.

Data Collection										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
D1	Data submitted in Outcome reports coincides with actual participants tested		2	2.00	18). Assessments are maintained in each participants file					
D2	The measurement tools is as specified in the Scope		2	2.00	18)					
D3	The measurement is being administered in the prescribed time frame		2	2.00	18)					
D6	Does the attendance match for all sources of information?		2	2.00	18)					

Contract : 910-124 OOS 910-124 MDC P \$ R

Performance Area : *Procedural Compliance*

Section : Research-OOS

Tool : Results & Accountability Tool

Research-OOS										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
RAO 5	Timely submission of Outcome Data Provider submitted Outcome Measures Reports on-time as follows: - 2 reports by 1/31 - 3 reports by 6/15 - 1 summer report by 9/15 (if applicable) Item not rated if provider is only contracted for ORF/PACER.									
RAO 11	Timely Submission of Narrative Reports Provider submitted all expected Narrative Reports on time: - 2 reports by 1/31 - 4 reports by 6/15 - 1 summer report by 9/15 (if applicable)		2	2.00	2 reports on time					

Contract : 910-124 OOS 910-124 MDC P \$ R

Performance Area : **Quantity & Quality**

Section : Delivery of Contracted Services

Tool : On-Site Monitoring Tool

Summary

Children participate in activities in accordance with scope of services. Provider has a small group of middle school students that participate in additional activities that are engaging and age appropriate as well.

Delivery of Contracted Services										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
D_A	Observed activity and description			1.00	18). After school program					
P_C	Proposed # of children/youth			80.00	18)					
A_C	Actual # of children/youth			75.00	18)					
P_P	Proposed # of parent/caregiver									
A_P	Actual # of parent/caregiver									
P_O	Proposed # of Other									
A_O	Actual # of Other									
DCS1	Staffing is appropriate to activity and in accordance to the Scope	RED	2	2.00	18). 5 direct staff - 1:13-15 ratio in accordance with contractual requirement					
DCS2	Activity is appropriate to age/grade/developmental level of the participants		2	2.00	18)					
DCS3	Activities are as described in Scope of Services									
DCS4	Participants served are in accordance with the target population		2	2.00	18)					
DCS5	Participants appear to be engaged in the activity observed		2	2.00	18)					
DCS6	Staff are responsive to participants' culture, language, and/or special needs		2	2.00	18)					
DCS7	Staff model appropriate interactions with participants and others		2	2.00	18)					
DCS8	Activities and materials reflect language and culture of the participants		2	2.00	18)					
DCS9	There are sufficient materials and supplies that are in good condition		2	2.00	18)					
DCS10	Materials are accessible to the participants.		2	2.00	18)					

Out-of-School										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
OOSDC	The program offers healthy		2	2.00	18)					

Contract : 910-124

OOS 910-124 MDC P \$ R

Out-of-School										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
S1	snacks/meals									
OOSDC	The snacks/meals match the posted menus		2	2.00	18)					
S2										
OOSDC	Schedule of activities for each class is posted and coincides with the scope		2	2.00	18)					
S3										
OOSDC	Staff documents when children arrive and leave	RED	2	2.00	18)					
S4										
OOSDC	Activities are as described in Scope of Services		2	2.00	18). Observed homework assistance, snack, volleyball, literacy, arts/crafts					
S5										

Contract : 910-124 OOS 910-124 MDC P \$ R

Performance Area : **Quantity & Quality**

Section : Research-OOS

Tool : Results & Accountability Tool

Research-OOS										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
RAO 1	Recruitment Number of children served per day complies with the number contracted to be served. On average  number of children served per day is within 85% of number contracted. Recruitment for after school and/or summer camp will be evaluated.		5	5.00	305 children were contracted to be served on a daily basis. On average, 272.3 children attended per day, or 89.3% of the slots contracted to be filled on a daily basis were served.					
RAO 2	Population - Children with Disabilities Number of children with disabilities served is in compliance with the number contracted/proposed to be served. Item not rated unless the provider is contracted to serve children with disabilities.									
RAO 3	Retention The retention rate is in line with the minimum number of children expected to receive the appropriate dosage for the program. The minimum retention standard is 60% for after school. Item not rated for full day or summer camp outputs.		10	10.00	85.5% retention					
RAO 4	Output Utilization Agency met/exceeded Output Utilization. The units served must be within 85% of the units contracted. At midpoint  utilization is evaluated from the first day of school to 1/31. Item only evaluates after school and/or summer camp.		5	5.00	29,280 units expected 27,506 units served 93.9% utilization					
RAO 6	ORF Test Administration Compliance Program is in compliance with ORF administration: - 100% of children tested within 30 calendar days of enrollment - 100% of children attending between 12/1 and 1/15 were		3	2.00	330 of 373 or 88.5% pretested on time; 342 of 345 or 99.1% of children present 12-1 through 1-15 were tested * A deduction was made based on pretest administration.					

Research-OOS										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
	tested within that timeframe.									
RAO 7	PACER Test Administration Compliance Program is in compliance with PACER administration: - 100% of children tested within 30 calendar days of enrollment - 100% of children attending between 12/1 and 1/15 were tested within that timeframe.		3	2.00	315 of 373 or 84.5% pretested on time; 342 of 345 or 99.1% of children present 12-1 through 1-15 were tested * A deduction was made based on pretest administration.					
RAO 8	ORF Matched Sets Compliance Provider tested an appropriate number of participants. Standards for matched sets: - By 1/15  90% of children enrolled for 90+ calendar days - By 5/31  95% of children enrolled for 90+ calendar days		2	2.00	308 of 314 or 98.1% of children enrolled 90+ days had matched sets					
RAO 9	PACER Matched Sets Compliance Provider tested an appropriate number of participants. Standards for matched sets: - By 1/15  90% of children enrolled for 90+ calendar days - By 5/31  95% of children enrolled for 90+ calendar days		2	2.00	293 of 314 or 93.3% of children enrolled 90+ days had matched sets					
RAO 10	Outcomes Achievement Provider met/exceeded contracted outcomes. Standards for common outcomes: - By 1/15  85% improvement on ORF - By 1/15  75% improvement on PACER - Additional outcomes evaluated as outlined in the Scope of Services		10	10.00	303 of 326 or 92.9% improved ORF; 282 of 313 or 90.1% improved PACER					
RAO 12	Use of Evidence-Based Program and alignment of scope to EBP model.	TEST	2	0.00	This test item was scored as 0. This indicates that EBPs were not included in the agency's Scope of Services. As a test item, this does not impact the agency's overall score.					
RAO 13	Data entry errors were identified during time period under review (first day of school through 1/31). Three points may be deducted from the Quantity and Quality score based on data entry errors.	RED	3	0.00	The maximum number of after school days from the first day of school through 1/31/10 is 96. A Utilization Report (processed on 2/18/10) indicates that 101 after school days were offered, which is a data entry error.					

Contract : 910-124 OOS 910-124 MDC P \$ R

Performance Area : **Fiscal Results**

Section : Fiscal

Tool : Fiscal Results Tool

Fiscal										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
FC1	Timely Submission of Invoices: All relevant invoices have been submitted in accordance with the contracted due date.		1	1.00						
FC2	Outstanding Balance: Provider does not owe money to The Children's Trust at the time of the evaluation period end date.		1	1.00						
FC3	Insurance: All required insurance certificates have been accepted by The Children's Trust at the time of the evaluation period end date.		1	1.00						
FC4	Fiscal Administrative Monitoring/Review- Provider Response/Compliance: Provider submitted applicable report(s) and/or response(s) timely and addressed all improvement requirement issues, if applicable, by the evaluation period end date.		2	2.00						
FC5	Audits Submission: The required financial audit has been accepted and is on file with The Children's Trust as of the evaluation period end date.	RED	3	2.00	Audit is current, however it was submitted after the contractual due date.					
FQ1	Accuracy of invoices: Invoices submitted during the performance evaluation period are without errors and are complete e.g. relevant attachments are included and invoices are filled out correctly in their entirety.		3	3.00						
FQ2	Fiscal Administrative Monitoring/Review - Internal Control: Based on the fiscal monitoring, program specific audit, and/or internal review of supporting documentation, there are no deficiencies noted.		2	2.00						

Contract : 910-124 OOS 910-124 MDC P \$ R

Fiscal										
#	Item	Flag	Max Points	Score	Comments	Action Required	Provider Response	Trust Response	Response Accepted	Resolved Timely
FQ3	Fiscal Administrative Monitoring/Review - Overbilling: Fiscal monitoring, including the program specific audit, if applicable, did not result in overbilling or disallowance findings.		2	2.00						
FQ4	Fiscal Administrative Monitoring/Review - Questioned Cost: Fiscal monitoring, including the program specific audit, if applicable, did not result in questioned costs (e.g. supporting documentation findings).		2	2.00						
FQ5	Fiscal Administrative Monitoring/Review: Provider Response - Report Acceptance: Provider's response, including the provision of required reports, has been fully accepted by The Children's Trust as of the evaluation period end date.		1	1.00						
FQ6	Audits - Evaluation: Concerns are not noted in the review of the required financial audit and related reports.		1	1.00						
FQ7	Fiscal viability: Fiscal solvency is sound for fiscal strength (e.g. Current Ratio; Net Assets as a Percentage of Annual Expenses; Current Liabilities as a percentage of total annual expenses.		6	6.00						

**Out-of-School 2008-2009  
Provider Year-End Performance Review**

Agency Name:	Miami Dade County Park and Recreation Department (GP)		
Contract #: 810-124-1	Contract Amount:	\$1,118,652.00	
Program Name:	OOS		
Contract Manager:	Garnet C. Esters	Initial Funding Period: 06-07	
Service Delivery Period:	<input type="checkbox"/> After-School Only	<input type="checkbox"/> Summer Only	<input checked="" type="checkbox"/> Year-round <input type="checkbox"/> Innovative Summer
Population Served <u>After-School</u> :	<input checked="" type="checkbox"/> GP	<input type="checkbox"/> CWD	
(check all that apply per the contract):			
Population Served <u>Summer Camp</u> :	<input checked="" type="checkbox"/> GP	<input type="checkbox"/> CWD	
(check all that apply per the contract):			
Was/Is Provider on PIP:	Yes	<input checked="" type="checkbox"/> No	If yes, date removed from PIP:

Review items in the sections below that do not apply to the contract will be marked N/A and will not be included in the rating.

**I. PROGRAM PERFORMANCE** (38 pts maximum if all items rated) (State N/A if not applicable)

Area	Satisfactory Y/N <small>(to get a Satisfactory both have to be accurate and submitted on time)</small>	If NO, please explain <small>(Comment on timeliness, accuracy and quality &amp; other issues)</small>	Max Pts. TBD 38	Final Review Points	Mid-Point Review Points
<b>Submission by contract deadlines of all required program reports including:</b>					
School Year 08-09 1 <sup>st</sup> Qtr (10/15) Outcome Reporting Form and Program Narrative Report (due 11/26 due to report delays)	Yes	Timeliness: <u>1</u> pt. (1 point max.) Accuracy: <u>1</u> pt. (1 point max.) Comments:	2	2	2
School Year 08-09 2nd Qtr (1/15) Outcome Reporting Form and Program Narrative Report	Yes	Timeliness: <u>1</u> pt. (1 point max.) Accuracy: <u>1</u> pt. (1 point max.) Comments:	2	2	2
School Year 08-09 3rd Qtr (4/15) Program Narrative Report	Yes	Timeliness: <u>1</u> pt. (1 point max.) Accuracy: <u>1</u> pt. (1 point max.) Comments:	2	2	Not Rated at Midpoint
School Year 08-09 Final (6/15) Outcome Reporting Form and Program Narrative Report	Yes	Timeliness: <u>1</u> pt. (1 point max.) Accuracy: <u>1</u> pt. (1 point max.) Comments:	2	2	Not Rated at Midpoint
Summer 2009 (9/15) Outcome Reporting Form and Program Narrative Report	Yes	Timeliness: <u>1</u> pt. (1 point max.) Accuracy: <u>1</u> pt. (1 point max.) Comments:	2	2	Not Rated at Midpoint
School Year Satisfaction Survey Reports (submitted by 4/15)	Yes	Timeliness: <u>1</u> pt. (1 point max.) Comments:	1	1	Not Rated at Midpoint
Summer Camp Satisfaction Survey Reports (submitted by 9/15)	Yes	Timeliness: <u>1</u> pt. (1 point max.) Comments:	1	1	Not Rated at Midpoint
Attendance is <u>timely</u> and <u>accurately reported</u> for services 8/18/08 to 8/21/09 into The Trust's data tracking system	Yes	Timeliness: <u>1</u> pt. (1 point max.) Accuracy: <u>1</u> pt. (1 point max.) Comments:	2	2	2

The <u>number of participants</u> served in <u>after-school</u> days reasonably complies with the number contracted for FY 2008-09: <i>(Source DataTracker Aug. 18-Jun 4, Col. 5)</i>	Average # children attending per day: <u>310.29</u>	Target #: <u>330</u>	<u>94.03 %</u> Participants Served <u>After-School</u> 08-09 <i>(Expectation: a minimum of 85% of the target will be served)</i> Comments:	3	3	3
The <u>number of participants</u> served in <u>Summer Camp 09</u> reasonably complies with the number contracted for FY 2008-09: <i>(Source DataTracker Jun 8-Aug 21, Col. 5)</i>	Average # children attending per day: <u>759.44</u>	Target #: <u>780</u>	<u>97.36 %</u> Participants Served <u>Summer Camp 2009</u> <i>(Expectation: a minimum of 85% of the target will be served)</i> Comments:	3	3	Not Rated at Midpoint
Retention Indicator: The average days of attendance of participants served in <u>after-school</u> days <u>meets or exceeds</u> the average of 3 days/wk of attendance: <i>(Source R&amp;E data report Aug. 18 - June 4)</i>	Average days of attendance : <u>108.24</u>	Provider's Actual # Days: <u>180</u>	<u>60.13%</u> Retention/Attendance Rate <u>After-School</u> <i>(Average Day of Attendance/# Sessions Offered)</i> Comments:	3	3	3
Retention Indicator: The average days of attendance of participants served in <u>Summer Camp 09</u> : <i>(Source R&amp;E data report June 8- Aug 21)</i>	Average days of attendance : <u>36.69</u>	Provider's Actual # Days: <u>50</u>	<u>73.38%</u> Retention/Attendance Rate <u>Summer Camp</u> <i>(Average Day of Attendance/# Sessions Offered)</i> Comments:	Not Rated for 08/09	Not Rated for 08/09	Not Rated for 08/09
The <u>utilization of services</u> in <u>after-school</u> days reasonably complies with the utilization expected as of 6/4/09 based on the school calendar and as contracted for FY 2008-09: <i>(Source DataTracker Aug. 18-June 4)</i>	Output Utilization for After-School Day: <u>94.06%</u>		<i>(Expectation: a minimum of 85% utilization will be achieved)</i> Comments:	3	3	3
The <u>utilization of services</u> in <u>Summer Camp 09</u> reasonably complies with the utilization expected as of 8/21/09 as contracted for FY 2008-09: <i>(Source DataTracker June 8- Aug 21)</i>	Output Utilization for Summer Camp: <u>99.35%</u>		<i>(Expectation: a minimum of 85% utilization will be achieved)</i> Comments:	3	3	Not Rated at Midpoint
The Overall Utilization % for FY 2008-2009 is acceptable:	<u>96.72 %</u> Overall Utilization All Days		<i>(Expectation: a minimum of 85% utilization will be achieved)</i> Comments:	3	3	3
Children with Disabilities Served in After School <i>Data source: R&amp;E report and contract</i>	# 72 Children with Disabilities Served	Target #: <u>0</u>	<u>72/0</u> of CWD contracted that are served Contracted GP-Only Provider:	1	1	1
Children with Disabilities Served in Summer Camp <i>Data source: R&amp;E report and contract</i>	# 82 Children with Disabilities Served	Target #: <u>0</u>	<u>82/0</u> of CWD contracted that are served Contracted GP-Only Provider	1	1	Not Rated at Midpoint
Programmatic Monitoring Results	Overall Programmatic Monitoring Score: <u>97.12 %</u>		<i>(Expectation: a minimum of 85% will be achieved)</i> Comments/Findings: Staffing ratio Attendance - source data DTS did not match	4	4	4
<b>Program Performance Subtotal:</b>				<b>38</b>	<b>38</b>	<b>23</b>

**Additional Comments** (Overall assessment and who provided the information; note if there are other concerns, changed performance from prior periods, positive or challenging contracting or contract management experiences, and/or any unresolved findings from past reviews.)

Begin Here:

**Achievement of Outcomes After-School 2008-09: (up to 3 points per outcome) (State N/A if not applicable)**

Outcome Measured	%	Outcome performance measured from 8/18/08 through 5/31/09 as reported in Data Tracker or quarterly outcome reports due 6/15/09. <u>Acceptable:</u> 85% GP (75% CWD) or above = (2 points) <u>Conditionally Acceptable:</u> 75 to 84% GP (65-74% CWD) = (1 points) <u>Unacceptable:</u> 74% or below GP (64% CWD) = (0 points)	# Matched Sets	Comments Up to 1 point will be awarded for matched sets for 85% or more of participants actually served, not just the # contracted.	Max Pts. 3/outcome (2 per outcome; 1 for matched sets 85% or above)	Final Review Points	Mid-Point Review Points
<b>Literacy/Academics</b>							
School Year Final	91.15%	% improved at final (Target of 85%) Points Given: <u>2</u>	# Matches: <u>345</u> #Participants: <u>514</u>	% Matched Sets: <u>67.12</u> Points Given for Matched Sets: <u>0</u> <u>Other Comments:</u>	3	2	2
School Year Final-CWD		% improved or maintained for CWD (Target of 75% CWD) Points Given: <u>    </u>	# Matches: <u>    </u> #Participants: <u>    </u>	% Matched Sets: <u>??</u> Points Given for Matched Sets: <u>    </u> <u>Other Comments:</u>	N/A	N/A	N/A
<b>Social Skills</b>							
School Year Final		% improved at final (Target of 85%) Points Given: <u>    </u>	# Matches: <u>    </u> #Participants: <u>    </u>	% Matched Sets: <u>??</u> Points Given for Matched Sets: <u>    </u> <u>Other Comments:</u>	N/A	N/A	N/A
School Year Final-CWD		% improved or maintained for CWD (Target of 75% CWD) Points Given: <u>    </u>	# Matches: <u>    </u> #Participants: <u>    </u>	% Matched Sets: <u>??</u> Points Given for Matched Sets: <u>    </u> <u>Other Comments:</u>	N/A	N/A	N/A
<b>Fitness</b>							
School Year Final	92.90%	% improved at final (Target of 85%) Points Given: <u>1</u>	# Matches: <u>375</u> #Participants: <u>514</u>	% Matched Sets: <u>72.96</u> Points Given for Matched Sets: <u>0</u> <u>Other Comments:</u> 514 participants in DTS	3	2	0
School Year Final-CWD		% improved or maintained for CWD (Target of 75% CWD) Points Given: <u>    </u>	# Matches: <u>    </u> #Participants: <u>    </u>	% Matched Sets: <u>??</u> Points Given for Matched Sets: <u>    </u> <u>Other Comments:</u>	N/A	N/A	N/A
<b>Other (Req. for Innovative)</b>							
School Year Final		% improved at final (Target of 85%) Points Given: <u>    </u>	# Matches: <u>    </u> #Participants: <u>    </u>	% Matched Sets: <u>??</u> Points Given for Matched Sets: <u>    </u> <u>Other Comments:</u>	N/A	N/A	N/A
School Year Final-CWD		% improved or maintained for CWD (Target of 75% CWD) Points Given: <u>    </u>	# Matches: <u>    </u> #Participants: <u>    </u>	% Matched Sets: <u>??</u> Points Given for Matched Sets: <u>    </u> <u>Other Comments:</u>	N/A	N/A	N/A
<b>Outcomes Subtotal for After-School:</b>			<b>66.67%</b>	% of Outcome Points Achieved inc. Matched Sets at End of School Year	<b>6</b>	<b>4</b>	<b>2</b>

**Achievement of Outcomes Summer Camp 09: (up to 3 points per outcome) (State N/A if not applicable)**

Outcome Measured	%	Summer Camp outcome performance measured from 6/8/09 through 8/21/09 as reported in Data Tracker or quarterly outcome reports due 9/15/09. <u>Acceptable:</u> 85% GP (75% CWD) or above = (2 points) <u>Conditionally Acceptable:</u> 75 to 84% GP (65-74% CWD) = (1 points) <u>Unacceptable:</u> 74% or below GP (64% CWD) = (0 points)	# Matched Sets	Comments Up to 1 point will be awarded for matched sets for 85% or more of participants actually served, not just the # contracted.	Max Pts. 3/outcome (2 per outcome, 1 for matched sets w/in 85%)	Final Review Points	Not Rated at Midpoint
<b>Literacy/Academics</b>							
Summer 2009	94.77%	% improved or maintained (Target of 85%) Points Given: <u>2</u>	# Matches: <u>696</u> #Participants: <u>1033</u>	% Matched Sets: <u>67.57</u> Points Given for Matched Sets: <u>0</u> Other Comments:	3	2	
Innovative Summer 2009		% improved or maintained (Target of 85%) Points Given: <u>    </u>	# Matches: <u>    </u> #Participants: <u>    </u>	% Matched Sets: <u>??</u> Points Given for Matched Sets: <u>    </u> Other Comments:	N/A	N/A	
Summer 2009-CWD		% improved or maintained (75% CWD) Points Given: <u>    </u>	# Matches: <u>    </u> #Participants: <u>    </u>	% Matched Sets: <u>??</u> Points Given for Matched Sets: <u>    </u> Other Comments:	N/A	N/A	
<b>Social Skills</b>							
Summer 2009		% improved or maintained (Target of 85%) Points Given: <u>    </u>	# Matches: <u>    </u> #Participants: <u>    </u>	% Matched Sets: <u>??</u> Points Given for Matched Sets: <u>    </u> Other Comments:	N/A	N/A	
Innovative Summer 2009		% improved or maintained (Target of 85%) Points Given: <u>    </u>	# Matches: <u>    </u> #Participants: <u>    </u>	% Matched Sets: <u>??</u> Points Given for Matched Sets: <u>    </u> Other Comments:	N/A	N/A	
Summer 2009-CWD		% improved or maintained (75% CWD) Points Given: <u>    </u>	# Matches: <u>    </u> #Participants: <u>    </u>	% Matched Sets: <u>??</u> Points Given for Matched Sets: <u>    </u> Other Comments:	N/A	N/A	
<b>Fitness</b>							
Summer 2009	94.33%	% improved or maintained (Target of 85%) Points Given: <u>2</u>	# Matches: <u>635</u> #Participants: <u>1035</u>	% Matched Sets: <u>61.35</u> Points Given for Matched Sets: <u>0</u> Other Comments:	3	2	
Innovative Summer 2009		% improved or maintained (Target of 85%) Points Given: <u>    </u>	# Matches: <u>    </u> #Participants: <u>    </u>	% Matched Sets: <u>??</u> Points Given for Matched Sets: <u>    </u> Other Comments:	N/A	N/A	
Summer 2009-CWD		% improved or maintained (75% CWD) Points Given: <u>    </u>	# Matches: <u>    </u> #Participants: <u>    </u>	% Matched Sets: <u>??</u> Points Given for Matched Sets: <u>    </u> Other Comments:	N/A	N/A	
<b>Other</b>							
Summer 2009		% improved or maintained (Target of 85%) Points Given: <u>    </u>	# Matches: <u>    </u> #Participants: <u>    </u>	% Matched Sets: <u>??</u> Points Given for Matched Sets: <u>    </u> Other Comments:	N/A	N/A	
Innovative Summer 2009		% improved or maintained (Target of 85%) Points Given: <u>    </u>	# Matches: <u>    </u> #Participants: <u>    </u>	% Matched Sets: <u>??</u> Points Given for Matched Sets: <u>    </u> Other Comments:	N/A	N/A	
Summer 2009-CWD		% improved or maintained (75% CWD) Points Given: <u>    </u>	# Matches: <u>    </u> #Participants: <u>    </u>	% Matched Sets: <u>??</u> Points Given for Matched Sets: <u>    </u> Other Comments:	N/A	N/A	
<b>Outcomes Subtotal for Summer Camp 2009:</b>			<b>66.67%</b>	% of Outcome Points Achieved inc. Matched Sets at end of Summer Camp	<b>6</b>	<b>4</b>	
<b>Overall Outcome Results 2008- 2009:</b>			<b>66.67%</b>	% of Outcome Points Achieved inc. Matched Sets for <b>All</b> Periods	<b>12</b>	<b>8</b>	

**II. FISCAL (10 points maximum)**

Area The end of the contract period is 7/31/09 for programs with an after-school component and 8/31/09 for most summer only providers. Refer to the contract for the actual contract term.	Satisfactory Y/N (to get a satisfactory both have to be accurate and submitted on time)	If NO, please explain (Comment on timeliness, accuracy and quality & other issues over 07-08 & 08-09 contract years as instructed)	Max Pts. <b>10</b>	Final Review Points	Mid-Point Review Points
Required audited financial statements and program specific audits (if applicable) on file with The Trust are current as of the end of the contract period (7/31/09 or 8/31/09) <i>(Source: Black Book)</i>	Yes		1	1	1
Insurance certificates were current during the contract period (as of 7/31/09 or 8/31/09) <i>(Source: Black Book/Finance)</i>	Yes	Self insured per Florida Statute	1	1	1
Invoices - up to date submission of accurate invoices by September 15 <sup>th</sup> for services performed through 7/31/09 (submitted by October 15 <sup>th</sup> for summer-only providers with services through 8/21/09) <i>(Source: Finance)</i>	Yes	Timeliness: <u>1</u> pt. 12 of 12 timely Accuracy: <u>1</u> pt. 12 of <u>12</u> accurate Comments:	2	2	2
d) Fiscal and Administrative Monitoring Findings <i>(Source: Finance)</i>	Medium Findings	Mid point score used	3	2	2
e) Fiscal Viability Rating <i>(Source: Finance)</i>	Low Risk		3	3	3
<b>Fiscal Subtotal:</b>			<b>10</b>	<b>9</b>	<b>9</b>

**Additional Comments** (Overall assessment and who provided the information; note if there are other finance-related concerns, changed performance from prior periods, positive or challenging contracting or contract management experiences, and/or any unresolved findings from past reviews.  
Begin Here:

**III. EXPENDITURES (2 points maximum; Source is Finance Report and Data Tracker)**

A track record that reflects expenditures consistent with service utilization:	% of Funds Used	% Service Utilization *	Satisfactory Y/N	If NO, please explain	Max Pts. 2	Final Review Points	Mid-Point Review Points
Contract Year 08-09 (Aug 08 - July 09 or May 1 - Aug 31 if summer-only)	#REF!	96.72%	Yes		2	2	2
<b>Expenditure Subtotal:</b>					<b>2</b>	<b>2</b>	<b>2</b>
Qualitative Rating of the Program's Value		2		Programs are offered at various locations throughout Miami Dade county; demand for programs exceeds availability especially during summer months. A variety of activities are offered during the school year with a strong emphasis on literacy and fitness. Provider has established partnerships that bring additional activities at services to the programs at no cost to The Trust	2	2	2
<b>Grand Total:</b>					<b>64</b>	<b>59</b>	<b>38</b>

88% Mid-Point Review Score 2008-2009

Points Achieved / Maximum Points:

92% Final Review Score 2008-2009



Officers/Executive Committee

May 8, 2009

Maria A. Alonso  
Chair  
Chet Zerlin  
Vice Chair  
Josee Gregoire  
Secretary  
Hon. Isaac Salver  
Treasurer

Jack Kardys  
Miami-Dade County Parks and Recreation  
275 N.W. 2nd Street,  
5th Floor  
Miami, Florida 33128

Isabel Afanador, Chair  
Program Services Committee  
Dr. Miguel Balsera  
At-large

Re: Contract No. 810-124-1

Dear Mr. Kardys:

The Board of Directors

Yvette Aleman  
Karen Aronowitz  
Hilarie Bass  
Donald I. Bierman  
Tanzania Burnett  
George M. Burgess  
Kingsley Banya  
Alberto M. Carvalho  
Jacqui Colyer  
Dr. Gina Cortes-Suarez  
Bill Diggs  
Dr. Thresia B. Gambon  
Luis A. Gazitua  
Benjamin F. Gilbert, Jr.  
Mindy Gould  
Dr. Nora Hernandez-Hendrix  
Antoinette JG Hill  
Dr. Silvia La Villa  
Hon. Barbara Jordan  
Dr. Martin Karp  
Hon. Lester Langer  
Pamela Lillard  
Dr. Rosa Martin  
Dr. Isaac Prilleltensky  
Rep. Yolly Roberson  
Evelio Torres  
David Williams, Jr.

Thank you for the services you provide to children and families. The funds distributed by The Children's Trust have made a significant, positive impact in this community because of the valuable programs offered by you and others.

Trust staff recently completed the annual review of our service programs. I have enclosed a copy of your program's Performance Review, which is based on service activities reported to The Trust through January 31, 2009.

The Performance Review summarizes results from several contract management tools used by The Trust. This includes utilization, meaning the extent to which your contracted-for target population participated in activities defined by your scope of services, as well as outcomes reported for children when using approved measurement tools (administered by December 31, 2008). Administrative and programmatic monitoring reports have also been considered, as well as fiscal standing, and overall program quality.

The Performance Review will be used as The Trust proceeds this month to determine those contracts that qualify for renewal and their funding levels. Your contract manager will be readily available to talk with you about the report. It is very important that you take time to review this report and clarify any questions or concerns with your Contract Manager at 305-571-5700 **before 5 p.m., May 15, 2009**

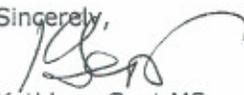
For additional information about how the Performance Review was completed, refer to the *Out-of-School Performance Review Rating Guide* posted on the website at [http://www.thechildrenstrust.org/oos\\_forms](http://www.thechildrenstrust.org/oos_forms).

David Lawrence Jr.  
Founding Chair

Thank you again for your commitment to serving the children and families of Miami-Dade County.

Modesto E. Abety  
President & CEO

Sincerely,

  
Kathleen Gent MS  
Contract Administrator Out-of-School Team

County Attorney's Office  
Legal Counsel

Performance Review attached

**Out-of-School 2008-2009  
Performance Review for Existing Providers**

Agency Name:	Miami Dade County Parks and Recreation Department		
Contract #:	810-124-1	Contract Amount:	\$1,118,652.00
Program Name:			
Contract Manager:	Garnet C. Esters	Initial Funding Period:	2008/2009
Service Delivery Period:	<input type="checkbox"/> After-School Only	<input checked="" type="checkbox"/> Year-round	<input type="checkbox"/> Year-round w/ Innovative Summer
Population Served (check all that apply):	<input checked="" type="checkbox"/> GP	<input type="checkbox"/> CWD	<input type="checkbox"/> Inclusion
Was/Is Provider on PIP:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> If yes, date removed from PIP:

Review items in the sections below that do not apply to the contract will be marked N/A and will not be included in the rating.

**I. PROGRAM PERFORMANCE** (20 pts maximum if all items rated) (State N/A if not applicable)

Area	Satisfactory Y/N <small>(To get a Satisfactory both have to be accurate and submitted on time)</small>	If NO, please explain <small>(Comment on timeliness, accuracy and quality &amp; other issues)</small>	Max Pts. 20	Pts.
<b>Submission by February 15, 2009, of all required program reports including:</b>				
School Year 08-09 1 <sup>st</sup> Qtr (10/15) Outcome Reporting Form and Program Narrative Report (due 11/26 due to report delays)	Yes	Timeliness: <u>1 pt.</u> (1 pt. max.) Accuracy: <u>1 pt.</u> (1 pt. max.)	2	2
School Year 08-09 2nd Qtr (1/15) Outcome Reporting Form and Program Narrative Report	Yes	Timeliness: <u>1 pt.</u> (1 pt. max.) Accuracy: <u>1 pt.</u> (1 pt. max.)	2	2
Attendance is <u>timely and accurately reported</u> for services 8/18/08 to 1/31/09 into The Trust's data tracking system	Yes	Timeliness: <u>1 pt.</u> (1 pt. max.) Accuracy: <u>1 pt.</u> (1 pt. max.)	2	2
The <u>number of participants</u> served in <b>after-school</b> days reasonably complies with the number originally contracted for FY 2008-09: <small>(Source DataTracker Aug. 18-Jan. 31, Col. 5)</small>	<b>Average # children attending per day:</b> <u>263.77</u>	Target #: <u>330</u>  87.92% Participants Served After-School	3	3
<u>Retention Indicator:</u> The average days of attendance of participants served in <b>after-school</b> days <u>meets or exceeds</u> the average of 3 days/wk of attendance: <small>(Source R&amp;E data report Aug. 18 - Jan. 31)</small>	<b>Average days of attendance:</b> <u>85.51</u>	Provider's Actual # Days: <u>98</u>  66.85% Retention/Attendance Rate	3	3
The <u>utilization of services</u> in <b>after-school</b> days reasonably complies with the utilization expected as of 1/31/09 based on the school calendar and as contracted for FY 2008-09: <small>(Source DataTracker Aug. 18-Jan. 31)</small>	<b>Output Utilization for After-School Day:</b> <u>51.14%</u>	Target %: <u>55.06%</u> <small>Based On 98 School Days 8/18/08 - 1/31/09</small>  92.88% of 98 day target (55.06%)	3	3

The Overall Utilization % for FY 2008-2009 is acceptable:	50.33 % Overall Utilization			Not Rated	Not Rated
Children with Disabilities Served in After School Data source: R&E report and contract	64 Children with Disabilities Served	Target #: 0	64 of 0 CWD contracted that are served Contracted GP-Only Provider: Yes	1	1
Programmatic Monitoring Results	Overall Programmatic Monitoring Score:  97.12 %		Comments/Findings: Oneday of attendance did not match the source. Attendance - source data and DTS did not match Staffing did not meet 13:1	4	4
<b>Program Performance Subtotal:</b>				<b>20</b>	<b>20.00</b>
<b>Additional Comments</b> (Overall assessment and who provided the information; note if there are other concerns, changed performance from prior periods, positive or challenging contracting or contract management experiences, and/or any unresolved findings from past reviews. Miami Dade County Park and Recreation Department is a proactive organization that is responsive to information requests, provides services in accordance with the OOS requirements.					

**Achievement of Outcomes FY 2008-09: (up to 3 points per outcome) (State N/A if not applicable)**

Outcome Measured	%	Outcome performance measured from 8/18/08 through 12/31/08 as reported in Data Tracker or quarterly reports due 1/15/09	# Matched Sets	Comments Give up to 1 point for matched sets for 85% or more of participants actually served, not just the # contracted. State the % of matched sets and that one point is given (if given)	3 Max Pts. Per Outcome (2 per outcome, 1 for matched sets win 85%)	Pts.
<b>Literacy/Academics</b>						
School Year Mid-Point	85.77%	% improved at mid point Target of 85%	274/432	% Matched Sets: <u>63.43</u> Points Given for Matched Sets: 0 Other Comments: 2 exemptions Very low matched sets	3	2
<b>Fitness</b>						
School Year Mid-Point	50.66%	% improved at mid point Target of 85%	302/434	% Matched Sets: <u>69.59</u> Points Given for Matched Sets: 0 Very low matched sets	3	0
<b>Outcomes Subtotal:</b>			33.33%	% of Outcome Points Achieved Inc. Matched Sets at Mid-point	6	2

**II. FISCAL (10 points maximum)**

Area	Satisfactory Y/N (to get a satisfactory both have to be accurate and submitted on time)	If NO, please explain (Comment on timeliness, accuracy and quality & other issues over 07-08 & 08-09 contract years as instructed)	Max Pts. 10	Pts.
a) Financial Statement/Audits on file with The Trust are current as of as of January 31, 2009	Yes		1	1
b) Insurance certificate current during the contract period	Yes	Self insured	1	1
c) Invoices - up to date submission/accurate invoices by February 15 <sup>th</sup> for services performed through January 2009	Yes	6 of 6 submitted on time	2	2
d) Fiscal and Administrative Monitoring	Medium Risk	FY 06/07 major findings: 1) over billed The Trust \$51.50 for Program Supplies. 2) no back up documentation provided for \$643.50 travel expenses 3) over charged The Trust \$20 4) over billed The Trust \$164.93. Response submitted to The Trust on time and accepted.	3	2
e) Fiscal Viability	Low Risk		3	3
<b>Fiscal Subtotal:</b>			<b>10</b>	<b>9</b>

**III. EXPENDITURES (2 points maximum; Source is Finance Report and Data Tracker)**

A track record that reflects expenditures consistent with service utilization:	% of Funds Used	% Service Utilization *	Satisfactory Y/N	If NO, please explain	Max Pts. 2	Pts.
Contract Year 08-09 (Sept 08 - Jan 09)	61.49%	49.87%	No	Expenditures significantly exceed service utilization.	2	0
<b>Expenditure Subtotal:</b>					<b>2</b>	<b>0</b>
Qualitative Rating of the Program's Value		2		Services are offered at various locations throughout Miami Dade County; demand for these services exceeds the availability especially during the summer months. A variety of activities are conducted during the school year with a strong emphasis on literacy. Provider has established partnerships in the community that bring additional activities and services at no additional cost to The Trust.	2	2
<b>Grand Total:</b>					<b>40</b>	<b>33.0</b>

Points Achieved / Maximum Points: 83%



Park and Recreation  
275 NW 2nd Street  
Miami, Florida 33128  
T 305-755-7800

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- ADA Coordination
- Agenda Coordination
- Animal Services
- Art in Public Places
- Audit and Management Services
- Aviation
- Building
- Building Code Compliance
- Business Development
- Capital Improvements Construction Coordination
- Citizen's Independent Transportation Trust
- Commission on Ethics and Public Trust
- Communications
- Community Action Agency
- Community & Economic Development
- Community Relations
- Consumer Services
- Corrections & Rehabilitation
- Countywide Healthcare Planning
- Cultural Affairs
- Elections
- Emergency Management
- Employee Relations
- Empowerment Trust
- Enterprise Technology Services
- Environmental Resources Management
- Fair Employment Practices
- Finance
- Fire Rescue
- General Services Administration
- Historic Preservation
- Homeless Trust
- Housing Agency
- Housing Finance Authority
- Human Services
- Independent Review Panel
- International Trade Consortium
- Juvenile Assessment Center
- Medical Examiner
- Metropolitan Planning Organization
- Park and Recreation
- Planning and Zoning
- Police
- Procurement Management
- Property Appraiser
- Public Library System
- Public Works
- Safe Neighborhood Parks
- Seaport
- Solid Waste Management
- Strategic Business Management
- Team Metro
- Transit
- Urban Revitalization Task Force
- Visitors Museum and Gardens

May 15<sup>th</sup>, 2009

Kathleen Gent  
The Children's Trust  
3150 SW 3<sup>rd</sup> Avenue 8<sup>th</sup> Floor  
Miami, Florida 33129

Re: Contract No. 810-124-1

Dear Kathleen Gent:

Thank you for your partnership and support in helping The Miami-Dade County Park and Recreation Department deliver excellent programs to the children and families in Miami-Dade County.

After careful review of The Performance Review conducted by The Trust we have a few questions and concerns regarding the findings and scoring that we would like to address. Please review the attached documents and provide clarification.

Sincerely,

Jack Kardys Director  
Miami-Dade County Park and Recreation Department

C: Modesto E. Abety, President/CEO  
Charles M. Auslander, Chief Programs and Operations Officer  
Garnet Esters, Contract Manager

*Delivering Excellence Every Day*

**Miami Dade County Park and Recreation Response to Performance Review  
Contract #810-124-1 (GP)**

**1. Performance Review Finding:**

Page 1. Information Section

- Was Provider on PIP: X If, yes date removed from PIP

**MDPR Response:**

- The X should be in front of "NO", this contract has never been on a PIP.

**2. Performance Review Finding:**

Page 2. Programmatic Monitoring Results

- Comments/Findings: Attendance- source data and DTS did not match Staffing did not meet 13:1.

**MDPR Response:**

- In this contract the ratio is 15:1.

**3. Performance Review Finding:**

Page 2. Achievement of Outcomes FY 2008-09

- **Literacy/Academics Outcome:**
  - % improved at mid point 85.77%
- **Fitness:**
  - % improved at mid point=50.66%

**MDPR Response:**

- In the Contract #810-124-1 Performance Measures are to: Improve oral reading skills and fitness by 85% (Scope of Services page 20 of 40).
- The outcome indicator for the complete After-School Program will be an 85% improvement (Outcomes to be achieved from 8/18/08-5/31/09). It does not state that it will be an 85% improvement based on a Pre- and Mid- Testing from 8/18/08 to 12/31/08.
- The document from the email (Out-of-School Providers Quarterly Meeting, **Sent:** Friday, January 23, 2009 9:49 AM **From:** Diana DeClet [<mailto:dianad@thechildrenstrust.org>] in the OOS-Utilization ORF & FAQ\_012009.Shortversion.doc) supports the above concerns (see Attachment #1)
- At mid-point it should reflect a snapshot of where the children are in the program and which children may need extra attention or help in certain areas, so the program can make the necessary adjustments to reach the outcome goals of 85% improvement between the time frame of the after school program of 8/18/08 to 5/31/09. The children require the correct amount of time to improve their reading and fitness scores. At midpoint the % improvement should be about half way.

- The outcome measures should not be scored on meeting the 85% Outcome goals at mid-point testing.

#### 4. Performance Review Finding:

Page 2. Achievement of Outcomes FY 2008-09

- **Literacy/Academics Outcome:**
  - # Matched Sets: 274/432 =63.43%. The Comments Sections with the description: Give up to 1 point for matched sets for 85% or more of participants actually served. Not just the # contracted. State the % of matched sets and that one point is given (if given).
- **Fitness:**
  - # Matched Sets: 302/434=69.59%

#### MDPR Response:

- It is unclear how the denominator of 432 is derived.
- In the contract unit table the number of children contracted to serve is 330.
- In the 2nd Quarter Reports submitted to the Trust on 1/15/09 The Children's Trust forms (See Attachment #2) track and report the outcomes based on pre-set calculations using the contracted number of slots (330) to show the % outcome indicator and % Achieved (how close you are to reach your target %). Therefore, the contract is only being measured by the contracted number of slots 330.
- The contract does not state that the number of matched sets will ever be scored on a number higher than that contracted of 330. It does not state that the contract will be scored against any child that has one day of attendance in the system.
- The contract does not state that the number of matched sets from Pre and Mid Testing will be scored.
- To maintain the attendance level of 85% the programs must register new children if children leave the program (sometimes unexpectedly). If a child attends a program for under 2 weeks and leaves and has not yet been pre-tested, then that child should not be calculated into the denominator for matched sets.
  - **The contract States on page 20 of 40 that:** (*\*Mid-point and/or post-tests are to be administered to participants as stated above if thirty (30) or more calendar days have passed from their earlier pre- or mid-point test date.*) Does the number of matched sets on the Performance Review accurately represent these children who came into the program late took a pre-test and were not allowed to take a mid-test because 30 days had not passed? These children would have days of attendance that are being added to the denominator but they are not allowed to be administered a mid-test therefore they would not have a matched set and should not be counted in that scoring.

- In the Data Tracker there was an option (that was recently has been removed) (See Attachment #3) that would allow for children to be exempt from Testing because they only attended “full days”. Are these children still being counted in the denominator as having days of attendance but they were clearly excused from being tested?
- Literacy: The number of matched sets should be calculated as  $274/330=83\%$ .
- Fitness: The number of matched sets should be calculated as  $302/330=91.51\%$

**5. Performance Review Finding:**

- Page 3. Expenditures
  - This measure is calculating the % of funds used (61.49%) and the % Service Utilization (49.87%) from the Contract Year 08-09 from dates (9/1/08-1/31/09). With the description for determining the Satisfaction in this section as: “If there was greater than a 10 point difference in % funds used and % utilization (i.e. 55% expenditures vs 43% utilization is > 10 points) 0 points can be given. If expenditures are more than 10 pts LESS utilization, the contract managers are to use their judgment & knowledge of the program to determine if their lack of spending is hurting the program. If not, the contract manager may elect to not deduct points. A brief explanation of that decision should be included.

**MDPR Response:**

- This measurement was never stated in the contract for the programs to remain within a 10% range of % of funds used and % of Service Utilization.
- This contract period beings on August 1<sup>st</sup>, 2008. From August 1<sup>st</sup>, 2008 to August 15<sup>th</sup>, 2008 it was the Summer Camp Program; August 18<sup>th</sup>, 2008 to January 1<sup>st</sup>, 2009 has been the After School Program.
- If this measurement is looking at funds requested from 9/1/08 to 1/31/09 then there will be an over lap of funds requested for the two week period of Summer Camp in August that did not get requested in August Reimbursement request. County’s Contract terms are net 30, regardless of when the invoices are processed for payment, the payment will not come out before the 30 days(Administrative Order No. 3-19). For example, if the children went on a field trip on August 15<sup>th</sup>, 2008 and the vendor invoiced the county that same day, the county would not pay the vendor until September 15<sup>th</sup>, 2008, therefore we would not request reimbursement from the Trust until October 15<sup>th</sup> Reimbursement Reports (since the reports are due to the Trust the 15<sup>th</sup> of the month). This creates an overlap of when services and products are provided and purchased and when the funds are requested from the Trust for reimbursement.

- It is not an accurate representation of comparison of % of Funds used in the months of 9/1/09-1/31/09.

**6. Performance Review Finding:**

- The % Service Utilization rate from 9/1/08/-1/31/09 on the Performance review is 49.87%.

**MDPR Response:**

- It is not clear where this percent is calculated from.
- On March 5<sup>th</sup>, 2009 MDPR requested a Utilization Report Review from Sandra Alvear at the Trust. The overall utilization rate from 8/18/08 to 1/31/09 was 52.47% (See Attachment #4).
- The Reports from Data Tracker from 9/1/08 to 1/31/09 reflect 31720 in all day types and 121 days of service and 499 unique count of children. If the maximum utilization rate was  $499 * 121 = 60379$ . Then the actual of  $31720/60379=52.5\%$ . (See Attachment #5)
- The Service Utilization Rate should be corrected to %52.5 percent. This would make the % of funds used 61.49% and the % of Service Utilization being 52.5% therefore they would be within a 10% difference and the 2 points should be awarded.

## 2008-2009 Quality Checkup for Miami-Dade Parks & Rec: Leisure Lakes



Thank you for participating in this year's program evaluation. Since 2007, almost 400 Out-of-School (OOS) programs have participated in self-evaluation using the School-Age Care Environment Rating Scale (SACERS), and over 150 of them received an external SACERS evaluation. If your program was evaluated externally by Project RISE, you will also be receiving a Plan of Action that describes in more detail areas for improvement. In this Quality Checkup, we'll provide you with the following information:

### **SACERS Self-Evaluation (if you completed a self-evaluation)**

- Your average ratings in each SACERS domain
- Preliminary benchmarks for each SACERS domain (a comparison based on the average self evaluations of other Trust providers over the past 2 years)

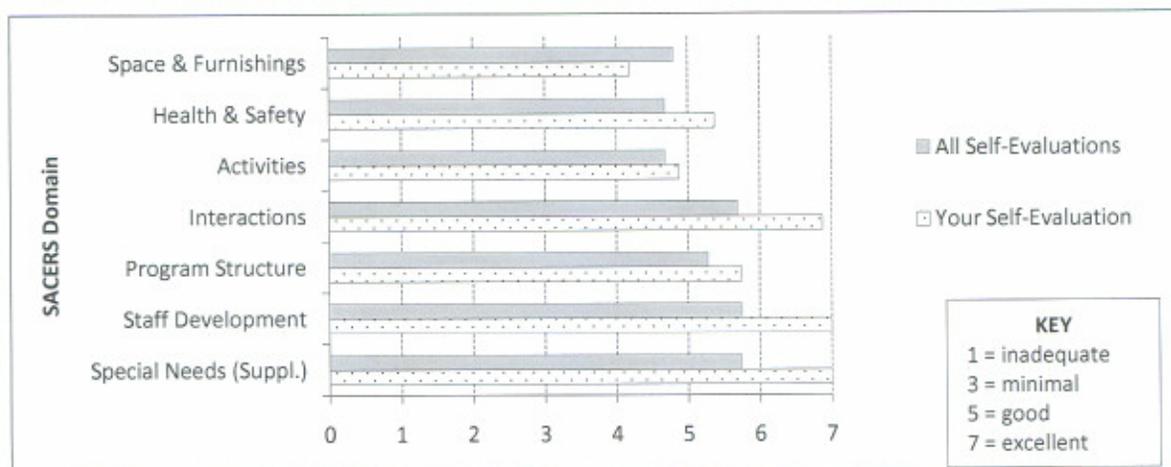
### **SACERS External Evaluation (if your site had an external evaluation)**

- Your average ratings in each SACERS domain (as rated by the external observer)
- Overall program ratings in each SACERS domain (a comparison based on the average rating of other externally evaluated programs over the past 2 years)

Please remember to use caution when making comparisons to other programs. Your next "checkup" will allow us to determine how well the changes that you make this year are working, and will allow you to track the progress that you make!

### **SACERS Evaluations**

The graph below shows your average ratings in each SACERS domain compared to how all programs rated. If you scored above most other programs in a particular domain, we might be contacting you to learn about the strategies you use, with the possibility of becoming a peer guide. If you scored below others in a given domain, this should give you an idea of what type of assistance you can request from Project RISE.



**Next Steps:** Most RISE trainings in the next year will focus on core SACERS domains. Please use the graph above to plan your participation in our training offerings. Please consult our new webpage for information about upcoming trainings! Webpage: [www.nova.edu/projectrise](http://www.nova.edu/projectrise)

## 2008-2009 Quality Checkup for Miami-Dade Parks & Rec: Martin Luther King



Thank you for participating in this year's program evaluation. Since 2007, almost 400 Out-of-School (OOS) programs have participated in self-evaluation using the School-Age Care Environment Rating Scale (SACERS), and over 150 of them received an external SACERS evaluation. If your program was evaluated externally by Project RISE, you will also be receiving a Plan of Action that describes in more detail areas for improvement. In this Quality Checkup, we'll provide you with the following information:

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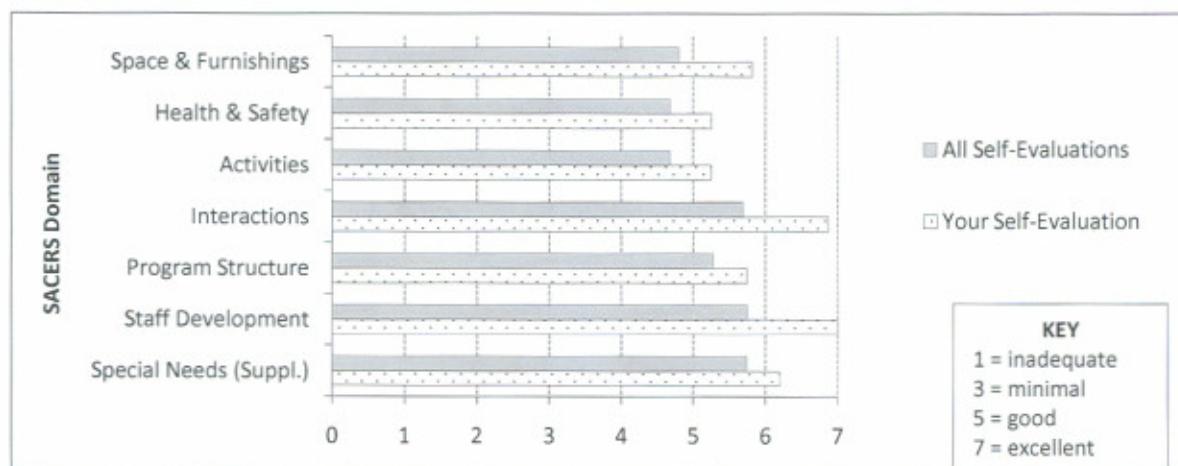
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## 2008-2009 Quality Checkup for Miami-Dade Parks & Rec: Naranja Park



Thank you for participating in this year's program evaluation. Since 2007, almost 400 Out-of-School (OOS) programs have participated in self-evaluation using the School-Age Care Environment Rating Scale (SACERS), and over 150 of them received an external SACERS evaluation. If your program was evaluated externally by Project RISE, you will also be receiving a Plan of Action that describes in more detail areas for improvement. In this Quality Checkup, we'll provide you with the following information:

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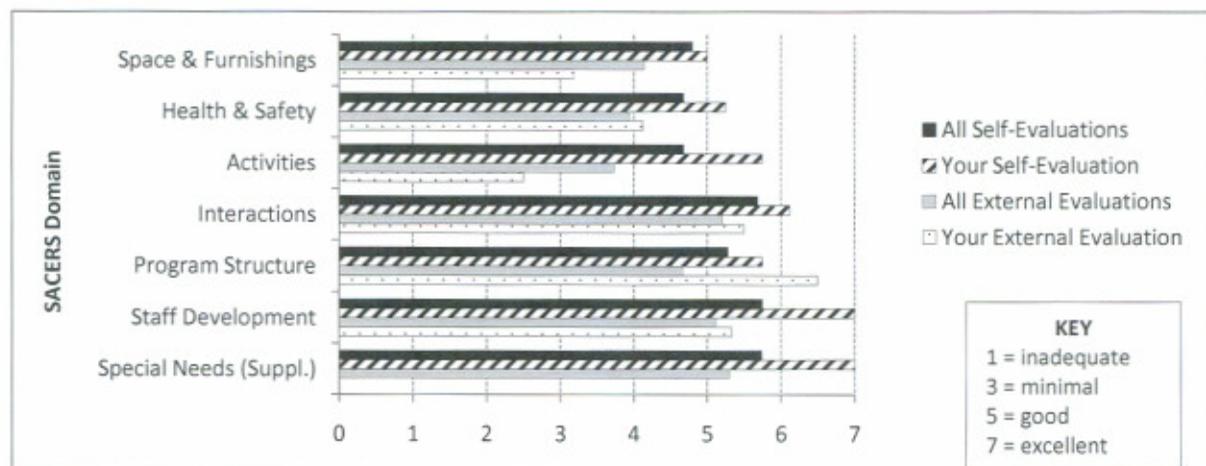
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### **SACERS Evaluations**

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## 2008-2009 Quality Checkup for Miami-Dade Parks & Rec: Arcola Park



by Project RISE

Thank you for participating in this year's program evaluation. Since 2007, almost 400 Out-of-School (OOS) programs have participated in self-evaluation using the School-Age Care Environment Rating Scale (SACERS), and over 150 of them received an external SACERS evaluation. If your program was evaluated externally by Project RISE, you will also be receiving a Plan of Action that describes in more detail areas for improvement. In this Quality Checkup, we'll provide you with the following information:

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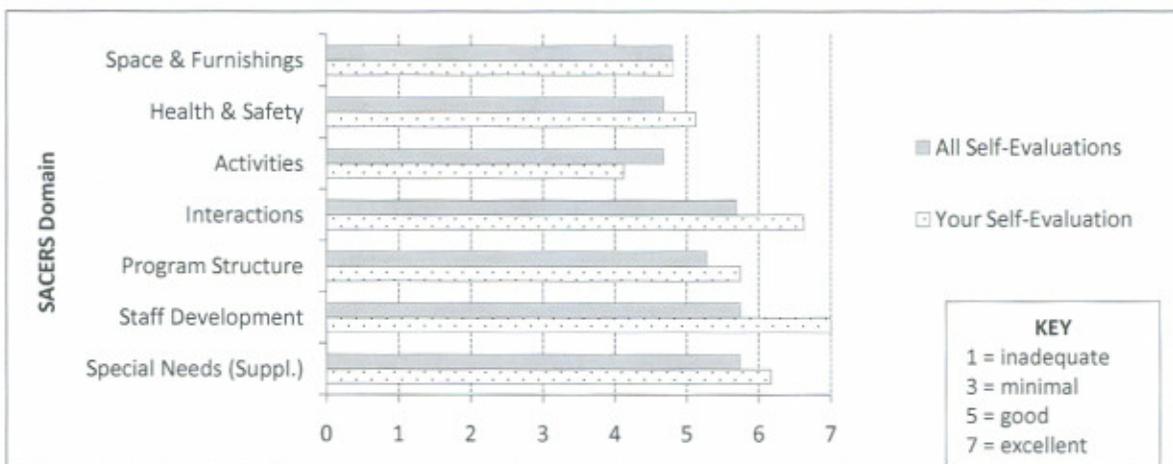
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## 2008-2009 Quality Checkup for Miami-Dade Parks & Rec: Cinco de Mayo



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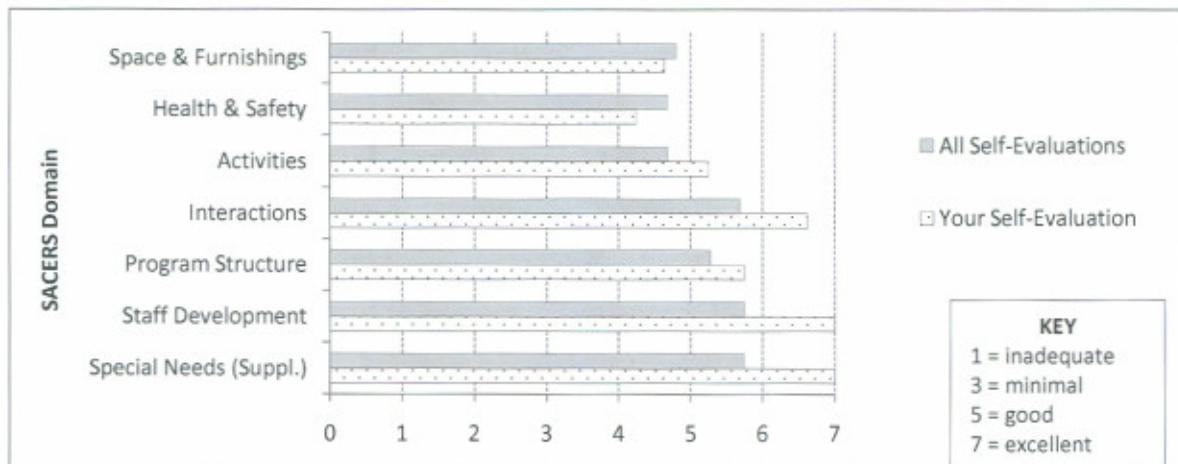
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### **SACERS Evaluations**

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# 2008-2009 Quality Checkup for Miami-Dade Parks & Rec: Goulds Park



Thank you for participating in this year's program evaluation. Since 2007, almost 400 Out-of-School (OOS) programs have participated in self-evaluation using the School-Age Care Environment Rating Scale (SACERS), and over 150 of them received an external SACERS evaluation. If your program was evaluated externally by Project RISE, you will also be receiving a Plan of Action that describes in more detail areas for improvement. In this Quality Checkup, we'll provide you with the following information:

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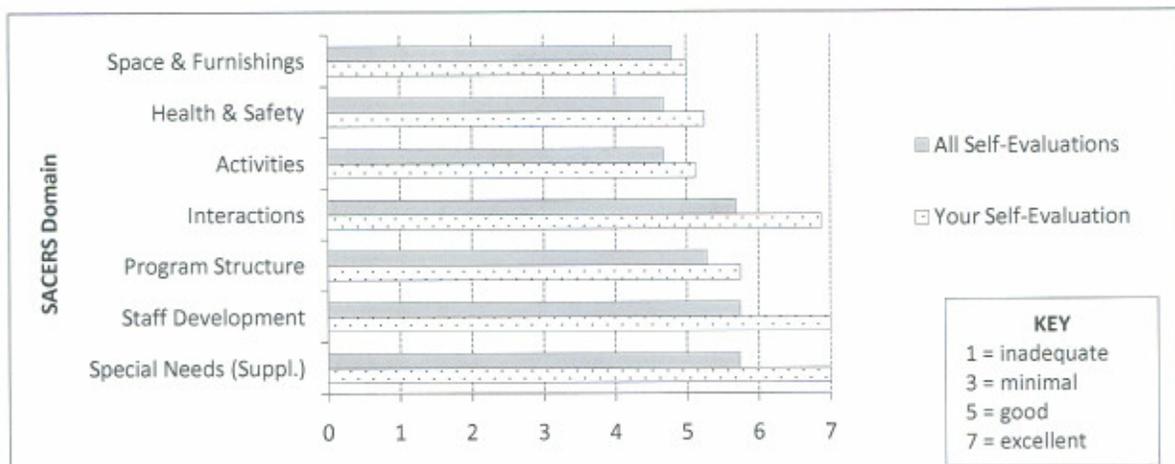
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## NEWS RELEASE

miamidade.gov 

FOR IMMEDIATE RELEASE:

**MEDIA CONTACTS:**  
Laura Phillips, 305-755-7842

### **The Children's Trust Honors One of Miami-Dade Parks' Finest with Coveted 'Champions for Children Award' *Youth leader recognized for 'Excellence in Direct Service to Children & Families'***

(MIAMI—Monday, December 6, 2010)--The Children's Trust announced Daryl Miller, Leisure Lake Park Manager for the Miami-Dade Park and Recreation Department (MDPR), as a recipient of their 2010 Champions for Children Award for Excellence in Direct Service for Children and Families at their awards ceremony on November 19, 2010 at Jungle Island in Miami.

"This prestigious recognition is truly well deserved," said MDPR Director Jack Kardys. "During his twelve years of service with the Miami-Dade Park and Recreation Department, Daryl has consistently demonstrated himself to be a true leader, who genuinely cares about kids and is committed to creating programs that will enhance their lives."

The Children's Trust chose Miller for this award as an acknowledgement of his selfless dedication in the direct service of children. As park manager of Leisure Lake Park, Miller oversees a number of recreational facilities, as well as the Fit to Play: Health, Wellness and Obesity Prevention Out-Of-School Program, in conjunction with Michelle Obama's "Let's Move Campaign," and summer camp programs for children in the Goulds area. His leadership serves to ensure that hundreds of youngsters are safe, well-supervised and engaged in enriching activities that promote education, healthy habits and nutrition. In his dedicated approach, he maintains strong relationships with staff, parents and caregivers, and the community; collaborating his efforts with such public and civic organizations as Beatrice Pesko Elementary School in Leisure City, CAA Head Start and the Goulds Community Action Agency. A coach and mentor, known for his disciplined approach, Miller has encouraged hundreds of children, to pursue academic and professional excellence.

In its sixth year, The Children's Trust Champions for Children annual awards spotlight individuals and programs that have achieved greatness in their service to children and families. The award is among the most coveted within the child advocacy community. The Children's Trust is a division of Miami-Dade County and was established to make strategic investments in the futures of children and families.

The 2010 Champions for Children Award recipients include: David Lawrence Jr. Champion for Children Award: Jean Caceres-Gonzalez, Founder and Executive Director of His House Children's Home; David Lawrence Jr. Champion for Children Award: Sister Lucia Ceccotti, Founder and Executive Director of Marion Center School & Services; Excellence in Public Policy: Senator Rudy Garcia, Member of the Florida Legislature; Excellence in Direct Service for Children and Families: Daryl Miller, Leisure Lake Park Manager for Miami-Dade County Parks & Recreation Department; Excellence in School Readiness Programming: University of Miami Linda Ray Intervention Center, Project Hand n' Hand; Excellence in Youth Programming for School and Life Success: Thomas Armour Youth Ballet; and Excellence in Health Family or Community Services: The Children of Inmates Service Partnership.

-more-

**MIAMI-DADE PARK AND RECREATION DEPARTMENT**  
275 NW 2<sup>nd</sup> Street, Third Floor, Miami, FL 33128  
(305) 755-7800

***About The Children's Trust***

In the late Eighties, recognizing that the needs of children in Miami-Dade County far exceeded the resources and support systems available, a cadre of committed individuals spearheaded a drive to address the problem. To learn more about The Children's Trust, please call 211 or visit [www.thechildrenstrust.org](http://www.thechildrenstrust.org)

***About the Miami-Dade Park and Recreation Department***

Nationally accredited, a three-time winner of the National Gold Medal Award, 2009 Florida Governor's Sterling Award winner for excellence in management and operations, M DPR is the third largest county park system in the United States, consisting of 263 parks and more than 12,848 acres of land. It is one of the most unique park and recreation systems in the world. Made up of more than just playgrounds and athletic fields, it also comprises out-of-school, sports-development, and summer-camp programs; programs for seniors and people with disabilities; educational nature centers and nature preserves; environmental restoration efforts; arts and culture programs and events; the renowned Zoo Miami and the Deering Estate at Cutler; the Crandon Tennis Center, home of the Sony Ericsson Open; golf courses; beaches; marinas; campgrounds; pools; and more. To find out more about M DPR parks, programs and services, you can visit the M DPR web site: <http://www.miamidade.gov/parks>, or contact the County's information line by dialing 3-1-1.

###

To request material in accessible format, information on access for persons with disabilities, or sign language interpreter services (7 days in advance), call 305-365-6706.++++  
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**MIAMI-DADE PARK AND RECREATION DEPARTMENT**  
275 NW 2<sup>nd</sup> Street, Third Floor, Miami, FL 33128  
(305) 755-7800

**PARK AND RECREATION DEPARTMENT FEE SCHEDULE**

<b>Building Rentals (Plus Tax)</b>	<b>PREVIOUS FEE</b>	<b>CURRENT FEE</b>
<b>DESCRIPTION</b>	<b>09/10</b>	<b>10/11</b>
<b>Arcola Lakes Park:</b>		
Minimum fee/3 hour use (Plus Tax)	\$ 90.00	\$ 100.00
Additional hour (Plus Tax)	\$ 48.00	\$ 55.00
<b>Arcola Park:</b>		
Minimum fee/3 hour use (Plus Tax)	\$ 116.00	\$ 116.00
Additional hour (Plus Tax)	\$ 48.00	\$ 48.00
<b>Bird Lakes Park</b>		
Building rental with use of patio/concession, Minimum fee/3 hour use (Plus Tax)	\$ 242.00	\$ 242.00
Additional hour (Plus Tax)	\$ 90.00	\$ 90.00
Patio Rental only, minimum fee/ 3 hour use (Plus Tax)	\$ 105.00	\$ 105.00
Additional hour (Plus Tax)	\$ 48.00	\$ 48.00
<b>Brothers to the Recue Park:</b>		
Small Rec room, 3 hour use (Plus Tax)	\$116.00	\$116.00
Additional hour	\$48.00	\$48.00
<b>Castellow Hammock Park:</b>		
Minimum fee/3 hour use (Plus Tax)	\$ 100.00	\$ 100.00
Additional hour (Plus Tax)	\$ 42.00	\$ 42.00
<b>Country Village Park:</b>		
Minimum fee/3 hour use (Plus Tax)	\$ 184.00	\$ 184.00
Additional hour (Plus Tax)	\$ 58.00	\$ 58.00
Large Meeting Room		
Minimum fee 3 hour use (Plus Tax)	\$ 357.00	\$ 357.00
Additional hour (Plus Tax)	\$ 90.00	\$ 90.00
<b>Fruit &amp; Spice Park:</b>		
Minimum fee/3 hour use (Plus Tax)	\$ 100.00	\$ 100.00
Additional hour (Plus Tax)	\$ 42.00	\$ 42.00
<b>Tea Room:</b>		
Minimum fee/3 hour use (Plus Tax)	\$ 184.00	\$ 184.00
Additional hour (Plus Tax)	\$ 90.00	\$ 90.00
<b>Goulds Park Gym:</b>		
Minimum fee/3 hour use (Plus Tax)	\$ 588.00	\$ 588.00
Additional hour (Plus Tax)	\$ 174.00	\$ 174.00
<b>Large Meeting Room:</b>		
Minimum fee/3 hour use (Plus Tax)	\$ 420.00	\$ 420.00
Additional hour (Plus Tax)	\$ 158.00	\$ 158.00
<b>Small Meeting Room:</b>		
Minimum fee/3 hour use (Plus Tax)	\$ 210.00	\$ 210.00
Additional hour (Plus Tax)	\$ 79.00	\$ 79.00

PARK AND RECREATION DEPARTMENT FEE SCHEDULE		
Building Rentals (cont.) (Plus Tax)	PREVIOUS FEE	CURRENT FEE
DESCRIPTION	09/10	10/11
Fitness Room – Monthly Membership	\$ 32.00	\$ 15.00
Open Gym Play		\$1.00
<b>Highland Oaks Park</b>		
Minimum fee/3 hour use (Plus Tax)	\$ 116.00	\$ 116.00
Additional hour (Plus Tax)	\$ 48.00	\$ 48.00
<b>Homestead Air Reserve Park</b>		
Minimum fee/3 hour use (Plus Tax)		\$ 152.00
Additional hour (Plus Tax)		\$ 79.00
Patio Rental, 3 hour use (Plus Tax)		\$ 116.00
Additional hour (Plus Tax)		\$ 48.00
<b>Jefferson Reaves Park</b>		
Minimum fee/3 hour use (Plus Tax)	\$ 116.00	\$ 116.00
Additional hour (Plus Tax)	\$ 48.00	\$ 48.00
<b>Kendale Lakes Park:</b>		
Minimum fee/3 hour use (Plus Tax)	\$ 116.00	\$ 153.00
Additional hour (Plus Tax)	\$ 48.00	\$ 48.00
<b>Martin Luther King Park:</b>		
Minimum fee/3 hour use (Plus Tax)	\$ 153.00	\$ 153.00
Additional hour (Plus Tax)	\$ 48.00	\$ 48.00
<b>Miller's Pond Park:</b>		
Minimum fee/3 hour use/entire room (Plus Tax)	\$184.00	\$184.00
Additional hour (Plus Tax)	\$74.00	\$74.00
Minimum fee/3 hour use/ half room (Plus Tax)	\$105.00	\$105.00
Additional hour (Plus Tax)	\$42.00	\$42.00
<b>Norman and Jean Reach Park:</b>		
Recreation Hall		
Minimum fee/3 hour use (Plus Tax)	\$ 100.00	\$ 100.00
Additional hour (Plus Tax)	\$ 32.00	\$ 32.00
<b>North Trail Park:</b>		
Minimum fee/3 hour use (Plus Tax)	\$ 184.00	\$ 184.00
Additional hour (Plus Tax)	\$ 58.00	\$ 58.00

<b>PARK AND RECREATION DEPARTMENT FEE SCHEDULE</b>		
<b>Building Rentals (cont.) (Plus Tax)</b>	<b>PREVIOUS FEE</b>	<b>CURRENT FEE</b>
<b>DESCRIPTION</b>	<b>09/10</b>	<b>10/11</b>
<b>North Trail Park cont'd</b>		
Large Meeting Room		
Minimum fee/3 hour use (Plus Tax)	\$ 357.00	\$ 357.00
Additional hour (Plus Tax)	\$ 90.00	\$ 90.00
<b>Oak Grove Park</b>		
Minimum fee/3 hour use(Plus Tax)	\$ 116.00	\$ 116.00
Additional hour (Plus Tax)	\$ 48.00	\$ 48.00
<b>Olinda Park:</b>		
Minimum fee/3 hour use (Plus Tax)	\$ 137.00	\$ 137.00
Additional hour (Plus Tax)	\$ 37.00	\$ 37.00
<b>Ojus Park:</b>		
Minimum fee/3 hour use (Plus Tax)	\$ 116.00	\$ 116.00
Additional hour (Plus Tax)	\$ 48.00	\$ 48.00
<b>Ruben Dario Park:</b>		
Minimum fee/3 hour use (Plus Tax)	\$ 105.00	\$ 105.00
Additional hour (Plus Tax)	\$ 42.00	\$ 42.00
<b>Soar Park:</b>		
Minimum fee/3 hour use (Plus Tax)	\$ 126.00	\$ 126.00
Additional hour (Plus Tax)	\$ 32.00	\$ 32.00
<b>South Dade Park:</b>		
Minimum fee/3 hour use (Plus Tax)	\$ 105.00	\$ 105.00
Additional hour (Plus Tax)	\$ 42.00	\$ 42.00

<b>PARK AND RECREATION DEPARTMENT FEE SCHEDULE</b>		
<b>Building Rentals (cont.) (Plus Tax)</b>	<b>PREVIOUS FEE</b>	<b>CURRENT FEE</b>
<b>DESCRIPTION</b>	<b>09/10</b>	<b>10/11</b>
<b>Tamiami Park:</b>		
Minimum fee/3 hour use (Plus Tax)	\$ 147.00	\$ 147.00
Additional hour (Plus Tax)	\$ 42.00	\$ 42.00
<b>Tropical Park:</b>		
<b>Recreation Building and Lakeside Bldg.</b>		
Minimum fee/3 hour use (Plus Tax)	\$ 147.00	\$ 147.00
Additional hour (Plus Tax)	\$ 42.00	\$ 42.00
<b>West Perrine Park:</b>		
Small Meeting Room		
Minimum fee/3 hour use (Plus Tax)	\$ 68.00	\$ 68.00
Additional hour (Plus Tax)	\$ 32.00	\$ 32.00
Large Meeting Room		
Minimum fee/3 hour use (Plus Tax)	\$ 116.00	\$ 116.00
Additional hour (Plus Tax)	\$ 48.00	\$ 48.00
<b>Westwind Lakes Park:</b>		
Minimum fee/3 hour use (Plus Tax)	\$ 184.00	\$ 184.00
Additional hour (Plus Tax)	\$ 90.00	\$ 90.00
Large Meeting Room		
Minimum fee/3 hour use (Plus Tax)	\$ 357.00	\$ 357.00
Additional hour (Plus Tax)	\$ 90.00	\$ 90.00
<b>Wild Lime Park</b>		
Minimum fee/3 hour use (Plus Tax)	\$ 152.00	\$ 152.00
Additional hour (Plus Tax)	\$ 48.00	\$ 48.00
Patio Rental, 3 hour use (Plus Tax)	\$ 116.00	\$ 116.00
Additional hour (Plus Tax)	\$ 48.00	\$ 48.00
<b>The Women's Park:</b>		
Minimum fee / 2 hour use	\$ 305.00	\$ 305.00
Additional hour	\$ 79.00	\$ 79.00
Non-Profit organizations – rental fee time up to 4 hours	\$ 184.00	\$ 184.00

**PARK AND RECREATION DEPARTMENT FEE SCHEDULE**

<b>Building Rentals (cont.) (Plus Tax)</b>	<b>PREVIOUS FEE</b>	<b>CURRENT FEE</b>
<b>DESCRIPTION</b>	<b>09/10</b>	<b>10/11</b>
<b>All other buildings/centers (except the Crandon Park Tennis Center):</b>		
Minimum fee/3 hour use (Plus Tax)	\$ 116.00	\$ 116.00
Additional hour (Plus Tax)	\$ 48.00	\$ 48.00
<b>For above facilities/Cancellation fee:</b>	\$ 26.00	\$ 26.00
<b>Crandon Park Tennis Community Center/Plus adjacent patio:</b>		
Minimum fee/1 hour use (Plus Tax)	\$ 158.00	\$ 158.00
Additional half-hour (Plus Tax)	\$ 90.00	\$ 90.00
Cancellation fee (non-taxable)	\$ 26.00	\$ 26.00
<b>Outdoor Weddings/All facilities where specific rates do not apply:</b>	\$ 105.00	\$ 105.00
<b>Palmetto Golf Course:</b>		
<b>Community Room Rental: (1)</b>		
Group of 50 people or less:		
Minimum fee / 2 hour use (Plus Tax)	\$ 120.00	\$ 120.00
Additional hour (Plus Tax)	\$ 50.00	\$ 50.00
Group of 51 to 100 people:		
Minimum fee / 2 hour use (Plus Tax)	\$ 230.00	\$ 230.00
Additional hour (Plus Tax)	\$ 85.00	\$ 85.00
Group of 101 to 222 people:		
Minimum fee / 2 hour use (Plus Tax)	\$ 340.00	\$ 340.00
Additional hour (Plus Tax)	\$ 85.00	\$ 85.00



Park and Recreation  
275 NW 2nd Street  
Miami, Florida 33128  
T 305-755-7800

miamidade.gov

ADA Coordination

Agenda Coordination **February 17, 2011**

Animal Services

Art in Public Places

Audit and Management Services

Aviation

Building

Building Code Compliance

Business Development

Capital Improvements

Citizens' Independent Transportation Trust

Commission on Ethics and Public Trust

Communications

Community Action Agency

Community & Economic Development

Community Relations

Consumer Services

Corrections & Rehabilitation

Cultural Affairs

Elections

Emergency Management

Employee Relations

Empowerment Trust

Enterprise Technology Services

Environmental Resources Management

Fair Employment Practices

Finance

Fire Rescue

General Services Administration

Historic Preservation

Homeless Trust

Housing Agency

Housing Finance Authority

Human Services

Independent Review Panel

International Trade Consortium

Juvenile Assessment Center

Medical Examiner

Metro-Miami Action Plan

Metropolitan Planning Organization

**Park and Recreation**

Planning and Zoning

Police

Procurement Management

Property Appraisal

Public Library System

Public Works

Safe Neighborhood Parks

Seaport

Solid Waste Management

Strategic Business Management

Team Metro

Transit

Task Force on Urban Economic Revitalization

Vizcaya Museum And Gardens

Water & Sewer

To Whom It May Concern;

I am a Personnel Specialist 3 at the Miami-Dade Park and Recreation Department. My working title is Volunteer Coordinator. Part of the duties I perform for Parks include recruiting and processing volunteers for the Children's Trust funded program sites for both school year and summer activities.

If you would like more information or details, please feel free to contact me at 305-961-2781

Respectfully,

Angie Gomez  
Volunteer Coordinator  
Miami-Dade Park and Recreation  
305-961-2781  
angieg@miamidade.gov

Delivering Excellence Every Day

**REQUEST FOR CLASSIFICATION ACTION**

THIS IS A REQUEST FOR (CHECK ONE)	LAST NAME <b>Vacant</b>	FIRST NAME	INT	SOC. SEC.#
<input type="checkbox"/> A. RECLASSIFICATION OF AN OCCUPIED POSITION	YOUR WORK ADDRESS		YOUR TELEPHONE #	
<input checked="" type="checkbox"/> B. RECLASSIFICATION OF A VACANT POSITION	<b>275 NW 2nd Street, 3rd Floor</b>		<b>305-755-7866</b>	
<input type="checkbox"/> C. ESTABLISHMENT OF A NEW POSITION				

PRESENT CLASSIFICATION <b>Training Technician</b>	PRESENT	DEPT. <b>93</b>	DIV. <b>12</b>	LOC. <b>1</b>	OCC CODE <b>0414</b>	NAME OF DEPT, DIV, SECTION <b>Park &amp; Recreation Human Resources Division</b>
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REQUESTED CLASSIFICATION <b>Personnel Specialist 3 / Exempt Status</b>	IF "B" IS CHECKED, PREVIOUS EMPLOYEE'S NAME	DATE THIS REQUEST WAS PREPARED <b>June 21, 2005</b>
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NAME & CLASSIFICATION OF IMMEDIATE SUPERVISOR <b>Yolanda Fuentes-Johns, Chief, Human Resources</b>	WORK ADDRESS AND TELEPHONE NUMBER OF SUPERVISOR <b>275 NW 2 Street, Miami, FL (305) 755-7866</b>
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DESCRIBE BELOW, IN DETAIL, THE WORK PERFORMED OR TO BE PERFORMED. ASSIGN PERCENTAGES TO EACH TASK. LIST TASKS IN ORDER OF FREQUENCY OR IMPORTANCE. IF THIS REQUEST IS FOR AN OCCUPIED POSITION, EMPHASIZE THE CHANGES THAT HAVE OCCURRED WHICH REQUIRE CLASSIFICATION ACTION. ATTACH ADDITIONAL SHEETS IF NEEDED. LIST ALL TASKS.

Estimated % of Time Devoted to Each Task	TASKS PERFORMED
	This is a key administrative position that functions as the Departmental Personnel Officer relative to Recruitment and Background Inquiry issues. The incumbent exercises extensive independent decision-making and provides proficient counsel to the Chief of Human Resources and Senior level management in the administration of the Department's recruitment policies and procedures as they relate to the legal inquiry of an individual's criminal and related background history. This employee would be responsible for the administration and monitoring of all background inquiries, to ensure that all hiring decisions are sound and in accordance with the National Child Protection Act (NCPA), federal, state and local labor laws, as well as the Department's mission in providing care and recreational activities to child and elderly populations. This employee would also coordinate the volunteer program and activities for the Department.
40%	Directs all background related inquiries for all new hires and volunteers and provides final clearance and approval on behalf of the Chief of the Human Resources Division and all operating regions and divisions; responsible for the administration and monitoring of all background inquiries, which include the processing of Florida Department of Law Enforcement (FDLE) statewide, Volunteer & Employee Criminal History Search (VECHS), the Department of Highway Safety & Motor Vehicles, and the Sexual Predator / Offenders website checks for all employees and volunteers. Conducts all investigations necessary in the evaluation of findings returned from background inquiries made; responsible for communicating findings and conclusions to the Department Director through the Chief of the Human Resources Division and makes weighted recommendations to the Department's Hiring Managers as to whether such findings are related to the job duties pertaining to the prospective incumbent.
40%	Coordinates and develops the volunteer activities for the Department, which includes the recruitment and approval of qualified volunteers, the establishment of guidelines by which the Department can utilize such, and the coordination of program activities Department-wide. Compiles, gathers, and analyzes volunteer workforce utilization and measures work outputs in accordance with the Department's standards and goals; establishes working relationships with non-profit and community based organizations in an effort to promote volunteerism amongst the surrounding community and service providers. Establishes and maintains the Volunteer Program and Activities Reference Handbook.
15%	Provides active input regarding the development of relevant policies and procedures, providing training to hiring managers in the areas of background, employment, and reference checks as well as the general interviewing and selection guidelines in accordance to County policies and procedures; responsible for communicating final personnel actions as they result from background inquiries made to the Department Director through the Chief of the Human Resources Division; responsible for updating the Departmental Operations Manual in all issues related to its area of assignment. Serves as a consultant to all Department managers in the coordination of volunteer activities within their areas.
5%	Other duties and special projects as assigned by the Chief of the Human Resources Division in various personnel management activities; prepares and distributes specialized management reports to identify trends and provide statistical analysis.

<b>PERSONNEL DEPARTMENT USE ONLY</b>		DATE AUDITED _____ FIELD AUDIT _____ DESK AUDIT _____
A B C	EMPLOYEE STATUS _____	REMARKS: _____
APPROVED	_____	_____
DISAPPROVED	_____	_____
SIGNATURE: _____	DATE: / /	_____

## BEHAVIOR MANAGEMENT PLAN

(To be attached to registration form)

A. NAME: \_\_\_\_\_  
(last) (first) (preferred name)

ADDRESS: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ DAY PHONE: \_\_\_\_\_ SEX: M \_\_\_ F \_\_\_

BIRTH DATE: \_\_\_\_\_ AGE: \_\_\_\_\_

Name of Parent/Guardian attending meeting \_\_\_\_\_

B. Ask Parent/Guardian which is the best learning method for child....  
(check all that apply)

PRE-TEACHING                       VERBAL PROMPTS                       PEER BUDDY  
 DEMONSTRATIONS                       PHYSICAL PROMPTS                       OTHER

C. Ask Parent/Guardian how they deal with this behavior at home? What are consequences, rewards at home?  
(Whenever possible, ask Teacher how behavior is dealt with in school?...consequences, rewards?)

Parent/Guardian (Teacher) response:

D. Document the Behavior Plan below, filling in each area. (Use "Effective Behavior Management" and information from Parent/Guardian to create plan)

1. List specific negative behaviors with situation behavior typically occurs in (without judging)
  - a.
  - b.
  - c.
2. Behavior Management interventions staff will implement for each behavior above
  - a.
  - b.
  - c.
3. Rewards staff will provide for appropriate behaviors
  - a.
  - b.

c.

4. Consequences staff will implement for negative behaviors ONLY after staff have implemented above stated behavior management strategies

a.

b.

c.

E. Signature of Child \_\_\_\_\_ date \_\_\_\_\_

Signature of Parent/Guardian \_\_\_\_\_ date \_\_\_\_\_

Signature of Facility Supervisor \_\_\_\_\_ date \_\_\_\_\_

F. Date Facility Supervisor will teach plan to Field Staff: \_\_\_\_\_  
(Must be prior to implementation of plan)  
Completed \_\_\_\_\_ date \_\_\_\_\_

G. Plan Review: (check one) \_\_\_ Daily \_\_\_ Weekly \_\_\_ Bi-weekly \_\_\_

H. Staff assigned to review plan \_\_\_\_\_

I. REVIEW DATES/SIGNATURE OF STAFF REVIEWER:

Review date:	by	Review date	by
Review date:	by	Review date	by
Review date:	by	Review date	by
Review date:	by	Review date	by
Review date:	by	Review date	by
Review date:	by	Review date	by

Comments:

### **Directions for filling out the Behavior Management Plan form**

This form is to be used in conjunction with “*Effective Behavior Management Strategies*” handout provided during training. The page numbers quoted in the following directions are found in this handout.

Person(s) responsible: Park Manager or Facility Supervisor

When to use the form: 1. When a child engages in ongoing inappropriate, negative behavior that is disruptive to the program, AND, 2. AFTER staff have clearly communicated behavioral expectations to the child, provided appropriate verbal interventions, with no positive effect on child’s negative behavior.

This form is NOT for behavior for which a child should be immediately terminated from the program. Examples of this include violent/aggressive behavior, or illegal activities such as carrying weapons or illegal drugs.

How to use the form:

1. **Section A:** Park/Facility Manager fills out top section of form.
2. **Section B & C:** Park/Facility Manager calls Parent/Guardian to communicate concern for the child’s behavior and objectively describe and discuss behavioral issues. Park/Facility Manager asks what child’s best learning method is. This is noted on the form, section B. Park/Facility Manager asks if behavior is an issue at home/school, and how these issues are handled there. This is noted on section C of the form. Park/Facility Manager schedules a meeting for Parents/Guardian and Field Staff, at which the Behavior Management Plan will be discussed.
3. **Section D:** Before the meeting staff completes the form as a draft, to be finalized after discussion with the child and Parent/Guardian. Staff refers to the document: “*Effective Behavior Management Strategies*” as a resource for examples of appropriate interventions, rewards and consequences, while filling out section D of the form. Park/Facility manager reviews *Communication With Parents*, (Page 28) with staff that will attend meeting.
4. During the meeting, Park/Facility Manager expresses concern for the child and discusses the challenging behaviors, using objective language. Staff do not judge or categorize the behaviors, but simply state what occurs, the situations in which these behaviors occur, what staff have done to remedy the behaviors, and how the child has responded up to this point. Parents are asked to review the Behavior Plan, section D, and to provide input and suggest interventions; rewards or consequences they feel may be more effective. Discussion may include how these behaviors are handled at home/school.

5. The form is finalized at this meeting. Park/Facility Manager staples Behavior Management form to Registration form.

6. **Section E:** Park/Facility Manager obtains signatures in section I of form. Park/Facility Manager and staff fill plan out completely, and follow steps 6 through 13 below.

If Parent/Guardian do not agree to attend the meeting, staff document the date the parent/guardian was invited to the meeting on the Parent/Guardian signature line in section I of the form.

7. Park/Facility Manager documents the meeting.

8. **Section F:** Park/Facility Manager trains Field Staff working with child, to implement the Behavior Management Plan. Park/Facility Manger documents that training date on section E of the form.

9. **Section G:** Park/Facility Manager determines how often plan should be reviewed in section F of the form. This is based on the severity of the behavior(s). For more severe behaviors, the plan should be reviewed more frequently. The plan should be reviewed no less than one week from the day the plan is implemented.

10. **Section H:** Park/Facility Manager assigns one staff member who works with the child to review the plan at documented dates in section H of the form.

11. **Section I:** If plan is working, assigned Field Staff signs and dates section I at agreed upon intervals. If plan is not working (child continues with negative behaviors), Field Staff does not sign, but notifies Park/Facility Manager. From this point on, Park/Facility Manager and Field Staff work together with Parents/Guardian to adjust plan, implement changes, and continue with review. **KEEP PARENT/GUARDIAN ABREAST OF WHETHER PLAN IS WORKING OR NOT.**

11. If behaviors are severe, and after appropriate follow up and supervision of Behavior Management Plan is documented, with no positive results, child may need to be terminated from the program. Park/Facility Manager must stay updated on the effectiveness of the plan.

12. Prior to terminating child from the program Park/Facility Manager contacts Parent/Guardian to discuss behaviors again, provides an objective update of the situation and reports a change in the behavior plan, or that the child will be terminated if no positive results can be achieved.

13. Park/Facility Manager documents all above activities appropriately.



**For Immediate Release:**  
July 16, 2010

**Media Contact:**  
Edith Torres  
305-755-7862

## **Kids can thrive at Miami-Dade Parks' Safe & Affordable Out-Of-School Programs, August 23, 2010 - June 10, 2011**

### **Out-of-School Programs Offered Include:**

**Health, Wellness, and Obesity Prevention Program, Performing Arts, Programs for Children with Disabilities, and the Deering Estate at Cutler's In-School Programming Opportunity "School Yard Science" Program**

**(Miami-Dade County, FL)** -- It's midsummer but already parents are planning for their child's return to school and Miami-Dade Park and Recreation offers parents a variety of Out-of-School programs at an affordable price for children ages 6 - 14 at select park sites throughout the county.

Operating Monday through Friday, from 2 p.m. to 6 p.m., August 23, 2010 through June 10, 2011, Miami-Dade Parks' Out-of-School Programs provide a variety of daily activities and services that will keep kids active and learning during crucial out-of-school hours when many working parents are unable to take kids home from school or afford daycare services.

Out Health, Wellness and Obesity Prevention Programs incorporate physical activity with interactive learning designed to assist children in developing healthy lifestyles and good citizenship. Each day's session begins with homework help, followed by evidenced-based fitness programming which include vigorous physical activities, lifelong sports, team sports and games. Activities also include: nutrition education, wellness activities, enrichment activities, cultural arts, nature and science programming.

At select park sites, for an additional charge, transportation is available to pick up the children at certain nearby schools and transport them back to the out-of-school program.

Miami-Dade Parks also offers out-of-school programs for children with disabilities, ages 6-22, funded by The Children's Trust, at seven park sites (Camp Matecumbe, Tamiami, Westwind Lakes, Greynolds, Coral Estates, Oak Grove, and Goulds). The program includes cultural arts, literacy, fitness, nutrition, hygiene, snacks and field trips.

Children interested in the arts can attend the out-of-school programs at **African Heritage Cultural Arts Center**, where they can learn instrumental and vocal music, dance, theatre, and visual arts techniques; and at **Raices Hispanic Cultural Arts Center**, where children learn dances from various Spanish-speaking countries, the art of puppetry, as well as instrumental music training and arts and crafts. Transportation from selected school locations is available for a weekly fee.

In addition, The Deering Estate at Cutler is offering the School Yard Science (SYS) Program, where in-school programming opportunities are designed to bring the Estate's Living Classroom directly to students - during traditional school hours or as part of an out-of-school care program. Equipped with fossils, artifacts and tools, live or preserved specimens, photographs and simple laboratory experiments, the Estate's Education and Interpretive Staff brings curriculum to community youth in the fields of ecology, geology, marine biology, archaeology, history, and art. Educators will have several options as to how to incorporate the **School Yard Science Program** into their classrooms: Its **SYS Mobile Program**, consisting of two traveling mobile units: the MarineMobile (mobile touch tank and marine science unit) and the GeoMobile (mobile archaeology unit); the **SYS Classroom-In-A-Box Program**, providing a two-hour activity for

students, with more than 18 environmental stewardship topics to choose from; or the **SYS Eco-Academy**, providing a hands-on interdisciplinary curriculum to community youth, with each curriculum unit covered during a five-week session. The School Yard Science (SYS) Eco-Academy Out-of-School Program is available once a week on Wednesday afternoons from 3:00 pm to 5:00 pm beginning on September 1, 2010. There are six five-week sessions and children can participate in one, five-week session or all six sessions for the full 30-week program.

For more information on the Deering Estate at Cutler's SYS program, please contact Stefanie Alvarez at 305-235-1668 ext. 238, or visit their web page at: <http://deeringestate.org/pages/Educational-Partnerships-for-Local-School-Groups.aspx>.

"Last year over 1,500 children participated in the Out-of-School programs offered at our various parks," said Frank Faragalli, Assistant Director of Operations for Miami-Dade Park and Recreation Department. "These programs provide children with a safe and supervised alternative to being home alone when not in school or roaming around town. Our programs provide staffing equipped to help children with their homework, and provide fun, physical-fitness-based games and recreation to help kids stay active and learn the fundamentals of team sports and play."

While registration is open for all Miami-Dade Parks Out-of-School programs and there is no deadline to register, parents are encouraged to register early before programs fill to capacity. Affordable prices vary per park and parents must register directly with the individual park. There must be a minimum of 12 registrants per park for the program to take place. For more information, please visit the Miami-Dade Park and Recreation website at [www.miamidade.gov/parks](http://www.miamidade.gov/parks) or call one of the parks listed below.

Miami-Dade Park and Recreation is funded in part by The Children's Trust. The Children's Trust is a dedicated source of revenue established by voter referendum to improve the lives of children and families in Miami-Dade County.

A list of Out-of-School Program sites follows below:

#### **North**

Arcola Park, 1680 NW 87 St., 305-835-7987 \*  
 Arcola Lakes Park, 1301 NW 83 St., 305-836-5095  
 Country Village Park, 6550 NW 188 Terr., 305-622-2594  
 Gwen Cherry Park (Y.E.T.), 7090 NW 22 Ave., 305-694-4889  
 Highland Oaks Park, 20300 NE 24 Ave., 305-932-2164  
 Jefferson Reaves, Sr. Park, 3100 NW 50 St., 305-635-2081  
 Little River Park, 10525 N.W. 24 Ave, 305-694-5121  
 Marva Y. Bannerman Park, 4830 NW 24 Ave., 305-633-4064  
 M. L. King, Jr. Park, 6100 NW 32 Ct., 305-633-2044 \*  
 Norman and Jean Reach Park (P.S.N.), 7895 NW 176 St., 305-823-2414\*\*  
 North Glade Park, 17355 NW 52 Ave., 305-621-2461  
 Oak Grove Park, 690 NE 159 St., 305-944-8670\*\*\*  
 Ojus Park, 18995 W. Dixie Hwy., 305-931-5726\*\*  
 Olinda Park, 2101 NW 51 St., 305-633-4066  
 Soar Park, 100 NW 83 St., 305-756-4165\*\*\*  
 West Little River Park, 2326 NW 84 St., 305-694-5096

#### **Central**

Bird Lakes Park, 14365 SW 48 Ln., 305-207-1644  
 Continental Park, 10000 SW 82 Ave., 305-274-9666  
 Kendale Lakes Park, 7850 SW 142 Ave., 305-385-4750\*\*\*  
 North Trail Park, 780 NW 127 Ave., 305-207-2420  
 Rockway Park, 9460 SW 27 Dr., 305-223-8769  
 Ron Ehmann Park, 10995 SW 97 Ave., 305-271-3853\*\*\*  
 Ruben Dario Park, 9825 W. Flagler St., 305-222-2194  
 Tropical Estates Park, 10201 SW 48 St., 305-226-5782  
 Westwind Lakes Park, 6805 SW152 Ave., 305-388-4771

#### **South**

Cinco de Mayo Park, 19350 SW 384 St., 305-242-7930 \*

Colonial Drive Park, 10750 SW 156 Terr., 305-233-3045  
 Eureka Park, 18320 SW 119 Ave., 305-235-2151  
 Eureka Villas Park, 14301 SW 180 St., 305-254-5856  
 Goulds Park, 11350 SW 216 St., 305-255-2399 \*  
 Hammocks Community Park, 9885 Hammocks Blvd., 305-380-6917  
 Leisure Lake Park, 29305 Illinois Rd., 305-248-1527 \*  
 Modello Park, 28450 SW 152 Ave., 305-247-1553  
 Naranja Park, 14150 SW 264 St., 305-258-1945 \*  
 Sgt. Joseph Delancy Park, 14450 Boggs Dr., 305-235-4503  
 South Dade Park, 28151 SW 164 Ave., 305-247-9453  
 Southridge Park, 11250 SW 192 St., 786-293-4549  
 West Perrine Park, 17121 SW 104 Ave., 305-235-2053  
 Wild Lime Park, 14751 Hammocks Blvd., 305-386-0227

\* These sites are sponsored by The Children's Trust

\*\*These sites are operated by the YMCA

\*\*\*These sites are operated by Dade County Sports Foundation

#### **SPECIALTY OUT OF SCHOOL PROGRAMS:**

##### **Out-of-School Program for Children with Disabilities - Sponsored by The Children's Trust**

(ages 6-22) Camp Matecumbe, 11400 SW 137 Ave., 305-752-4966  
 (ages 6-22) Coral Estates Park, 1405 SW 97 Ave., 305-226-1622  
 (ages 6-22) Goulds Park, 11350 SW 216 St., 305-234-1673  
 (ages 6-22) Greynolds Park, 17530 W. Dixie Highway, 305-945-3425  
 (ages 6-22) Oak Grove Park, 690 NE 159 St., 305-365-6706  
 (ages 6-22) Tamiami Park, 11201 SW 24 St., 305-222-2128  
 (ages 6-22) Westwind Lakes Park, 6805 SW 152 Ave., 305-380-9106

##### **Cultural Arts Out-of-School Program**

African Heritage Cultural Arts Center, 6161 NW 22 Avenue, 305-638-6771  
 Raíces Hispanic Cultural Arts Center at Miller Drive Park, 5510 SW 94 Ct., 305-271-0812

##### **Deering Estate at Cutler**

Deering Estate at Cutler, 16701 SW 72 Ave., 305-235-1668 ext. 233 [www.deeringestate.org](http://www.deeringestate.org)

##### **About Miami-Dade Park and Recreation:**

The third largest county park system in the United States, consisting of 263 parks and more than 12,848 acres of land, Miami-Dade Parks is one of the most unique park and recreation systems in the world. Made up of more than just playgrounds and athletic fields, it also comprises out-of-school, sports-development, and summer-camp programs; programs for seniors and people with disabilities; educational nature centers and nature preserves; environmental restoration efforts; arts and culture programs and events; the renowned Zoo Miami and the Deering Estate at Cutler; the Crandon Tennis Center, home of the Sony Ericsson Open-the USTA's fifth largest tennis tournament; golf courses; beaches; marinas; campgrounds; pools; and more.

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#### **PARK AND RECREATION**

Hickman Building  
 275 N.-W 2nd Street, 5th Floor Miami, Florida 33128  
 (305) 755-7800



